



Seasonal Contract November 2022 – April 2023 Public Works Equipment/Waste Operator

Come to work in Seguin! This is an opportunity to build your career in a friendly, challenging and progressive environment that puts your workplace in the middle of an environmental paradise where outdoor and recreational opportunities abound.

The Township of Seguin is a thriving and growing municipality located in cottage country, in the Parry Sound District. Seguin is home to 5,011 permanent residents with a seasonal increase to over 15,000 residents during the summer months. With 186 lakes of all sizes and the pristine beauty and tranquility of our natural environment, the Township of Seguin is truly "The Natural Place to be".

Reporting to the Public Works Lead Hands, the successful applicant work both individually and as part of a team to maintain roads, waste sites and public spaces for all residents.

Duties and Qualifications:

- Equipment/Waste Operator must have a valid DZ licence, AZ license would be considered an asset.
- You may be scheduled to work weekday and weekends including statutory holidays. The work schedule is under review and subject to change.
- Experience driving a variety of large and small equipment; (dump truck, waste truck, backhoe, bulldozer, front-end loader chainsaw etc.)
- You will be required to plow and sand various roads, waste sites and sidewalks within the township.
- You may be required to patrol the roads within the Municipality checking for conditions and keep accurate and appropriate records of conditions according to the Minimum Standards outlined in the Minimum Maintenance Standards for Municipal Highways.
- Ability to read work orders and follow through on tasks such as installation of road signs, flagging and road maintenance work, tree maintenance, cold patching and garbage removal.
- Ability to work as a cooperative team player in promoting a strong and positive work place.
- Must be able to perform physical labourer duties.
- Ability to read and understand legislation and manuals as related to equipment operation, highway traffic act regulations, traffic control responsibilities and health and safety legislation and policies.
- The ability to follow and complete instructions from supervisors.
- An understanding of Workplace Safety and the Occupational Health and Safety Act.

Based on a 40 hour work week, the hourly rate is \$23.10 to \$26.05 depending on experience and qualifications.

Vaccination is a key element in the protection of employees against the hazard of COVID-19. New employees must comply with the Seguin Township Mandatory Vaccination Policy prior to commencing their employment.

Please submit your resume to Christine Dixon, Deputy Treasurer, cdixon@seguin.ca
5 Humphrey Drive, Seguin, ON P2A 2W8 Phone: (705) 732-4300

We thank all applicants for their interest and advise that only those selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information collected will only be used for the purpose of candidate selection. The Township of Seguin is an equal opportunity employer, if you require accommodation to participate in the recruitment process, please contact our office.



Public Works – Seasonal Equipment / Waster Operator Labourer

Department: Public Works
Reports To: Public Works Lead Hands
Location: Public Works Yard, 11 Humphrey Drive
Salary Category:
Review Date: 15 September 2022

Position Summary:

Operates equipment to maintain roads, bridges and ditches and waste sites.

The Township of Seguin expects all employees to work in an environmentally friendly way in all the tasks that they do; to work in a manner that is safe for themselves and others and to be aware of their health & safety obligations; to continually look for opportunities to improve their job that will result in excellence in municipal government; and to recognize the uniqueness of the individuals they come into contact with and to treat them with dignity and respect.

RESPONSIBILITIES:

Operation and Maintenance

1. Operates both tandem and single axle trucks for the purpose of hauling sand, salt, gravel and ditching material.
2. Snowplow and sand roads and removes snow at waste sites, shops and sidewalks.
3. Operates waste collection vehicles to collect and transports garbage to and from waste sites and landfill sites, within and outside of Seguin Township.
4. Operates a backhoe for the purpose of loading trucks, road maintenance, waste site maintenance and various other tasks.
5. May operate grader.
6. Provides maintenance to ditches, assists in culvert installation, traffic and road signs.
7. Operates chainsaws, grass cutting equipment, cutoff saws, a 'steam jenny' to thaw culverts, power tools and other pieces of small equipment.
8. Repairs potholes, cold patch, removes beaver dams, and removes debris such as garbage, brush, and fallen trees from Township roads.

9. Conducts roadside grass cutting, maintains bridges, and flags traffic at work sites.
10. Operates the water truck to distribute water and control dust.
11. You will be required to patrol the roads within the Municipality checking for conditions (such as snow and/or ice accumulation) and keep accurate and appropriate records of conditions according to the Minimum Standards outlined in the Minimum Maintenance Standards for Municipal Highways.
12. Required to report conditions to supervisor when/where required.
13. Ability to read work orders and follow through on tasks such as installation of road signs, flagging and road maintenance work, tree maintenance, and garbage removal.
14. Assists with maintaining a clean, safe and organized shop.
15. Provides general maintenance to vehicle and equipment.
16. Assists with the operation and maintenance of the Municipal Landfill and Transfer Waste Sites, picking up heavy items illegally dumped at various locations.
17. Follows Seguin Township Operational Safety Protocol.

Customer Service

1. Liaises with ratepayers to communicate information and promote the township.
2. Monitors township activities on the way to and from work sites, identifies issues and notifies direct supervisor for further investigation.

Other

1. Complies with Seguin Township policies and procedures.
2. Completes daily duty status sheets and keeps paperwork organized
3. Performs other related tasks as assigned by management.
4. Able to work flexible hours as required.