



JOB CLASSIFICATION DESCRIPTION

LABOURER I

DATE REVISED: February 2013

Job Summary:

This is entry-level, routine manual work entailing considerable physical effort and agility in the performance of a wide variety of unskilled and limited semi-skilled construction and maintenance tasks. Work requires the exercise of one or more acquired skills related to the Parks, Public Works (streets and sidewalks), Utilities (water, sewer and drainage) and/or Facilities Divisions of the Engineering & Operations Department.

Incumbents of this class may be assigned to work exclusively, or nearly exclusively, in one specific division (i.e. Parks), or may be assigned to support any or all divisions on an ongoing basis.

Incumbents work under the close supervision of a supervisor who issues detailed and oral instructions on all but routine duties and frequently inspects the work during progress and upon completion. Shift work may be required.

Primary Duties and Responsibilities:

- Performs a variety of routine, unskilled and limited semi-skilled, manual tasks associated with construction, maintenance, repair, renovation and operations of municipal infrastructure, including parks and trails, streets and sidewalks, water, sewer and drainage utilities, and buildings and facilities.
- Operates hand tools, power tools, and small equipment including, but not limited to: weed eaters, lawn mowers, chainsaws, power saws, pressure washers, plate tampers, cement mixers, jack hammers, snow blowers, sanders, etc.

Examples of Duties:

- Work associated with Parks may include, but is not limited to: Weed removal, planting flowers and shrubs, pruning, edging, raking, mowing, seeding, watering, litter collection, preparing sports fields, clearing brush from trails, assisting with repair of benches and picnic tables, etc.
- Work associated with Public Works may include, but is not limited to: Street cleaning, painting curbs, removing broken asphalt and concrete, installing or removing traffic signs, washing vehicles, and assisting with pavement line striping and painted markings, installation or repair of sidewalks, curbs and gutters, etc.
- Work associated with Utilities may include, but is not limited to: Trenching and backfilling, handling and installing sections of pipe and fittings, clearing drainage ditches, cleaning catch basins, assisting with meter replacements, sewer flushing and service connection repairs, etc.
- Work associated with Buildings and Facilities may include, but is not limited to: Painting, sanding, repair or replacement of doors, windows, hardware, fencing, gates, fixtures, and furnishings; and providing custodial support/backup (trash pickup, cleaning, vacuuming), and assisting with framing, roofing, and HVAC repairs, etc.
- Performs other duties as required.

Necessary Qualifications

Knowledge:

- Knowledge of hazards and safety precautions required in the work.
- Basic knowledge of standard practices, methods, materials, tools, and equipment used in the operation, maintenance, repair, renovation and construction of municipal parks, trails, streets, sidewalks, water, sewer and drainage utilities, buildings and facilities.

Skills/Abilities:

- Ability to understand and carry out simple oral and written instructions and to perform labouring and semi-skilled tasks with limited supervision.
- Physical strength, stamina and coordination to permit the performance of heavy manual outdoor work in all weather.
- Ability to work effectively in a team setting.
- Ability to maintain a variety of records such as timesheets, lists and tracking logs, etc.
- Ability to operate a variety of conventional hand tools, power tools and small equipment.

Education:

- Completion of Grade 12.

Training/Certification:

- Possession of a valid Class 5 BC Drivers Licence and good driving record.
- Possession of relevant BC Trades certificate(s) would be considered an asset.
- Class 3 BC Driver's License with air brake endorsement would be considered an asset.

Experience:

- Experience in construction, repair and maintenance of parks and trails, roads and sidewalks, water, sewer and drainage utilities, and/or buildings and facilities.

Unusual Working Conditions

- The employee will be required to work in adverse weather conditions.
- Perform physically demanding work.
- Required to communicate with members of the public in an effective and courteous manner.

The above statement is a general description of the principal functions of this job and is not a detailed description of all job duties.

Signature of Incumbent: _____ Date: _____
