

CUPE 1287 JOB DESCRIPTION

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<b>JOB TITLE</b>	<b>Truck Driver</b>
<b>DEPARTMENT</b>	<b>Public Works Department</b>

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<b>JOB ID</b>	<b>WLOP01</b>	<b>JOB LEVEL</b>	<b>5</b>
<b>REPORTS TO</b>	<b>Manager of Roads, Water &amp; Wastewater</b>	<b>STD HRS OF WORK</b>	<b>40 hrs/wk</b>

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**JOB SUMMARY**

To provide construction, maintenance and repair services on Township roads and adjacent municipal property

**QUALIFICATIONS**

**EDUCATION**

- Completion of Grade 12 or equivalent
- Completion of the following courses:
  - Snow Plow Course
  - Traffic Control Course
  - Ontario Good Roads course
- Chain Saw and Chipper Certificate
- WHMIS Training

**EXPERIENCE**

- 2-3 years experience operating a truck in a construction, road maintenance or similar environment

**SKILLS**

- Understanding of Government Regulations
- Be able to read and understand blueprints
- Basic mathematical skills

**SPECIAL CONDITIONS**

- Must possess and maintain a valid and unrestricted drivers license for the class of the vehicle(s) operated

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**RESPONSIBILITIES**

1. Material Haulage
  - a. Transport aggregate and fill to work sites as needed
  - b. Spread stone for road repair
  - c. Transport heavy equipment
  - d. Load trucks during winter snow control
  
2. Road Maintenance:
  - a. Plow snow and sand Municipal sidewalks, parking lots and roads
  - b. Water roads
  - c. Pick up and dispose of all roadside garbage and debris
  - d. Remove and dispose of expired animals
  - e. Perform emergency tree cutting and brushing
  - f. Mow Municipal roadsides
  - g. Order, install, stock and maintain Municipal signs adhering to Highway Traffic Act and JAAC (Joint Accessibility Advisory Committee) requirements
  - h. Obtain utility locates as required
  
3. Construction:
  - a. Layout, construct and repair roads using both transit and sight stick methods
  - b. Culvert installations and repair
  - c. Map out drainage patterns
  
4. Perform other related duties as assigned

**JOB SPECIFICATIONS**

Supervision Exercised

- None

Independence of Action / Judgment

- Assignments are covered by broadly established methods and procedures or standards of accepted practices.

Decisions on which you seek consultation

- Most unusual problems are referred to the supervisor

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Relationships/Contacts

*Internal:*

- Employees

*External:*

- Stakeholders

Physical Demands/Dexterity

- Heavy activity of long duration
  - Stooping, kneeling, crouching, lifting weights exceeding 10 kg
- Require the efficient and accurate coordination of coarse movements
  - Hand tools
  - Operating Equipment
- Require completion of fine movements
  - Writing
  - Maintain, Test and Repair Equipment

Concentration Demands

- Long periods of mental effort required occasionally
  - Traffic control
  - Seasonal maintenance tasks (Winter – snow removal and salting, Summer – material haulage)
  - Mapping and road layout

Job Environment

- Work occurs primarily outdoors, on roadways and within Municipal yards
- Exposure on occasion to dealing with difficult people

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*The above description reflects the general details considered necessary to describe the principal functions and duties as required for proper evaluation of the job and shall not be construed as a detailed description of all the work requirements that may be inherent in the job.*

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**APPROVED BY:**

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**Chief Administrative Officer**

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**Date**