

The Corporation of the District of Oak Bay

Job Description

Job Title:	LABOURER	JEPE Number:	#1079
Department:	Public Works	Pay Grade:	1 – Schedule B
Area:		Position Status:	Regular – Full Time
Location:	Public Works Yard	Position Type:	Union
Supervisor:	Superintendent of Public Works	Last Updated:	2000
Job Purpose:			
This is routine and varied manual work involving the performance of unskilled services, maintenance, repair and construction tasks, which can be carried out with no formal training beyond demonstration and orientation on the job. Employees in this class work under close supervision when their work is part of a task or project involving more skilled employees, and may work with little direct supervision, but subject to general instruction and checking, for routine services and maintenance tasks.			
Duties and Responsibilities:			
• Performs manual work in the maintenance and construction of sewers, storm drains, waterworks, roads, sidewalks, buildings and structures. • Performs general painting and cleaning functions. • Empties garbage/litter containers; picks up paper and debris from parks and other public property. • Cleans public washrooms, bus shelters and other small public structures. • Cleans and sweeps parking lots, driveways and sidewalks. • Cuts and trims grass, weeds beds; carries out minor repairs in parks and playing fields. • Rakes leaves from streets, boulevards and other public property; assists with annual leaf pickup program. • Waters plants, trees and gardens in accordance with established schedules and instructions; sets up and takes down field irrigation pipes. • Places barricades and warning signs. • May drive light vehicles in the course of performing duties. • Performs general unskilled parks and public works tasks as required, including but not limited to digging, picking, hammering, raking, lifting, placing, mowing, trimming, cutting, loading or unloading, mixing, swamping, cleaning, scraping, chipping, painting, lubricating, shoveling, piling and sweeping. • Generally provides unskilled assistance to more skilled classes of parks or public works employees in the performance of their duties.			
Required Knowledge, Abilities & Skills:			
• Ability to operate simple machines such as mowers, small lawn tractors, paint sprayers, edge trimmers and leaf blowers. • Ability to understand and work in accordance with oral and basic written instructions. • Sufficient physical strength, stamina and coordination to perform heavy manual labour in all weather and site conditions. • Ability to work cooperatively as part of a crew or team.			

Qualifications:
• Sufficient education to read and write and understand basic arithmetic concepts and operations. • Demonstrated aptitude for construction and maintenance work in a public works or parks service environment.
Required Licenses, Certifications and Registrations
• Appropriate valid and subsisting B.C. Driver's License.