

PUBLIC WORKS & MAINTENANCE OPERATOR I

The Town of Pilot Butte is currently accepting applications for the Public Works & Maintenance Operator.

Here is your chance to shine! The Town of Pilot Butte is a vibrant community conveniently located just 8km east of the City of Regina with a current population of 2638.

To succeed in this role, you must have the ability to adapt quickly and respond to a changing environment, and experience finding positive solutions. Above all our successful candidate will bring to this position an energetic, enthusiastic, and highly professional attitude to our team.

The Town offers competitive salaries, benefits, and a comprehensive defined-benefit pension plan.

Hours of Work: 40 hours per week – Modified Work Agreement of 10-hour days.

Employment Term: Permanent Full-Time

Starting Salary Range: The starting salary for this position is \$47,840 and is subject to negotiation based on experience.

ESTABLISHMENT OF POSITION

The Public Works & Maintenance Operator I is under the supervision of the Public Works and Maintenance Foreman. The Public Works & Maintenance Operator I is responsible for the overall maintenance of town property and equipment.

Organizational Status

The Public Works Department manages the delivery of municipal transportation, parks services, Fleet Management, and the care and maintenance of other municipal facilities.

The department works closely with other municipal departments and provides assistance to them on a required basis.

ESSENTIAL DUTIES AND RESPONSIBILITIES

General

- All seasons maintenance: clear snow, cut grass, fix roads and street signs, paint street lines, paint/minor carpentry, minor plumbing and electrical repairs.

- Greenspace maintenance throughout town limits – approaches, around culverts, light posts, signage, etc.
- Operating ice making and resurfacing equipment in the production and maintenance of arena ice
- Monitor refrigeration equipment, including taking and recording readings and reporting issues, checking, adjusting and performing routine repairs and maintenance tasks on equipment and ensuring ice quality is maintained
- Operate various pieces of equipment including, but not limited to, skid steer, power mowers, weed wackers, etc.
- Any other duties assigned by Town Foreman and Chief Administrative Officer

Reports and Meetings

- Attend Public Works & Maintenance Operations Department meetings as required

PREFERRED QUALIFICATION

- Energetic, enthusiastic, and highly professional with superior judgment.
- Ability to maintain the highest level of confidentiality.
- Ability to work independently with minimal oversight and direction, as well as part of a team environment. Demonstrate cooperative attitude with management, staff, partners, and customers
- Grader and heavy equipment experience
- Knowledge and understanding of Workers' Compensation practices/protocols, Workers' Compensation Act and OH&S Regulations and other
- Be knowledgeable of Safety Policies and Procedures
- Operate and maintain heavy equipment, small hand tools, lawn and garden equipment and be aware of safety policies and procedures at all times
- Aesthetic eye
- S.P.R.A. Saskatchewan Parks Worker Course Certification
- Confined space training
- Criminal Record Check (Vulnerable sector required)
- Valid class 3A driver's license
- Driver's Abstract required
- Bondable

Education Requirements

- Grade 12 or equivalent years of experience

- Valid class 3A driver's license
- WHMIS
- First Aid/CPR
- S.P.R.A. Arena I
- Valid class 5 driver's license
- Driver's Abstract required