

# COUNTY OF ST. PAUL

5015 – 49 Avenue, St. Paul, Alberta, T0A 3A4  
www.county.stpaul.ab.ca



*Our Mission - To create desirable rural experiences*

## Heavy Equipment Operator - Seasonal

Under the supervision of the Assistant Director, Public Works, the Heavy Equipment Operator is a safety- sensitive position responsible for operating various heavy equipment over varying conditions in order to build or maintain roads that are within approved design, safety or quality standards. The Heavy Equipment Operator is responsible for adhering to Health and Safety Legislation, in addition to the County of St. Paul safe work policies and procedures, ensuring the protection and safety of self, co-workers, the public, and environment.

*The duties, responsibilities, and scope of this position may, from time to time, be amended, altered, or changed by the County of St. Paul No. 19 acting reasonably to meet the business, community, and/or regulatory needs of the organization.*

### Key Responsibilities

#### **Operating Heavy Equipment to Build or Maintain Roads (85%)**

- Apply the knowledge, skills, and experience in operating a variety of heavy equipment, to build or maintain roads to an approved design or standard.
- Operate a variety of heavy equipment, including: crawlers, track hoes, packers, scrapers, and tractors in a safe manner over a variety of terrain, road conditions, and weather.

#### **General Maintenance of Equipment (10%)**

- Perform daily safety and maintenance pre-trip checks.
- Clean and lubricate equipment and blades; general maintenance.
- Ensure that the equipment is safely and securely stored when not in use.
- Document and report any issues that need to be corrected.
- Provide information to the County on any delays, unsafe situations, accidents, equipment breakdowns, or maintenance problems.

#### **Other Duties (5%)**

- Attend and participate in training as required.
- Attend safety meetings as required.
- Adhere to both Health and Safety Legislation and County of St. Paul safe work policies and procedures to ensure the protection and safety of self, co-workers, the public, and the environment.

### Knowledge, Skills, Abilities

- The following are required in this position:

- High school diploma or GED.
- Valid Alberta Class 5 driver's license.
- Knowledge of and ability to operate various heavy equipment, including crawlers, track hoes, packers, scrapers, and tractors in a safe manner over a variety of terrain, road conditions, and weather.
- Knowledge and skill at building and maintaining municipal roads using appropriate construction/grading equipment.
- Experience safely and professionally operating equipment.
- Ability to perform all job functions required safely to avoid personal injury, injury of others, and equipment or property damage.
- Being accountable for own actions, punctual, and organized on the job, ensuring that work is conducted at a steady and efficient pace.
- Ability to maintain attention to detail.
- Competent English verbal communication skills that allow for clear communication and information exchange.
- Ability to establish and maintain respectful and effective working relationships with others, and to manage conflicts that may arise in a respectful, inclusive, and calm manner, ensuring a positive attitude is employed in day-to-day work.
- The following are considered assets or preferences in this position:
  - Valid Alberta Class 3 or Class 1 driver's license.

### **Working Environment, Physical Conditions and Capabilities**

- This position operates various heavy equipment and is exposed to a variety of weather and road conditions that require the position to be fit for work and to operate safely for self and others.
- May be exposed to weather conditions.
- Physical requirements include: standing, walking, bending, sitting when driving, routinely lifting up to 100 lbs/45 kgs with assistance, and getting in and out of a cab of a vehicle. Proper PPE is provided and must be worn at all times.
- Good depth perception and hand-eye coordination are requirements of this job.
- Use of hands and finger dexterity for manipulating the controls while operating equipment is required.
- This is a safety-sensitive position.