



**R.M. OF ST. ANDREWS
PUBLIC WORKS
Seasonal Labourer
JOB POSTING**

POSITIONS: Seasonal Labourer – 2 Positions
DEPARTMENT: Public Works
WAGE RATE: \$24.76 - \$29.00/hour
HOURS OF WORK: 07:00-16:30 Monday-Friday
EMPLOYEE GROUP: IUOE987 – Public Works Bargaining Group
CONTACT PERSON: Trevor Antichow **PHONE NO.:** (204) 738-2264
POSITION REPORTS TO: Public Works Manager/Working Foreman

POSITION SUMMARY: Working in the Public Works Department, the Labourer works under the supervision of the Public Works Manager or designate and performs a variety of duties required to assist the Public Works Department and perform general municipal related work.

DUTIES AND RESPONSIBILITIES:

- Assists in the maintenance and seasonal conversion of equipment
- Preparation and Clean-up of work sites; ground clean up, raking, digging, bush clearing
- Removal of limbs and brush, litter and debris.
- Assist with road works; patching/crack sealing
- Flag person for roadway projects
- Maintaining municipal signage
- Groundskeeping; clean up and maintenance
- Grass Cutting/Edging
- Maintain municipal vehicles and equipment, cleaning, and servicing
- Other duties as assigned

QUALIFICATIONS:

- a. **Minimum Required:**
 - Grade Twelve (12) Education or the equivalent
 - Valid Class 5 Manitoba License
 - Must have strong trouble shooting skills for equipment and vehicles
 - Ability to work outdoors in diverse weather conditions.
 - Ability to communicate proficiently, understand both orally and in writing
 - Ability to work independently and in a team environment

b. Preferred:

- Mechanical Experience
- Valid Class 1 or 3 Manitoba License with air endorsement
- Welding Experience

c. Responsibilities

The incumbent shall be responsible to ensure that their duties are carried out in an effective, efficient and safe manner in relation to themselves, fellow employees and of the general public.

The incumbent shall be required, on occasion, to work on their own with minimal direction.

d. Comprehension and Judgment

The incumbent must possess an understanding of the work within the legislation of the Province of Manitoba and the policies of the Municipality. The incumbent will exercise a reasonable degree of independent judgment in the course of carrying out the duties of the position. This position may include dealings with the public and should be addressed with a positive and courteous manner.

NOTES:

** Resumes can be submitted in person, emailed, faxed or mailed to the Municipal Office (Attention Trevor Antichow).*

** Please be advised that only candidates selected for an interview will be contacted.*

** Candidates selected for an interview may be requested to provide a criminal record check at their expense.*

** Deadline for Applications: will remain open until the positions have been filled.*

Trevor Antichow

Manager of Public Works | R.M. of St. Andrews

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