

CITY OF PARKSVILLE - JOB CLASSIFICATION DESCRIPTION

LABOURER I

DATE REVISED: January 2022

Job Summary:

This is entry-level, routine manual work entailing considerable physical effort and agility in the performance of a wide variety of unskilled and limited semi-skilled construction and maintenance tasks.

Primary Duties and Responsibilities:

- Performs a variety of routine, unskilled and limited semi-skilled, manual tasks associated with construction, maintenance, repair, renovation and operations of municipal infrastructure.

Examples of duties:

- **Parks** - weed removal, planting flowers and shrubs, pruning, edging, raking, mowing, seeding, watering, litter collection, preparing sports fields, clearing brush from trails, assisting with repair of benches and picnic tables, etc.
- **Roads** - street cleaning, painting curbs, removing broken asphalt and concrete, installing or removing traffic signs, washing vehicles, assisting with pavement line striping and painted markings, installation or repair of sidewalks, curbs and gutters, etc.
- **Utilities** - trenching and backfilling, handling and installing sections of pipe and fittings, clearing drainage ditches, cleaning catch basins, assisting with meter replacements, sewer flushing and service connection repairs, etc.
- **Facilities** - painting, sanding, repair or replacement of doors, windows, hardware, fencing, gates, fixtures, and furnishings; garbage pickup, cleaning, vacuuming, assisting with framing, roofing, and HVAC repairs, etc.
- Operates hand tools, power tools, and small equipment including, but not limited to weed eaters, lawn mowers, chainsaws, power saws, pressure washers, plate tampers, cement mixers, jack hammers, snow blowers, sanders, etc.
- Performs other duties as required.

Necessary Qualifications

Knowledge:

- Working knowledge of standard practices, methods, materials, tools, and equipment used in the operation, maintenance, repair, renovation and construction.
- Working knowledge of occupational hazards and safety precautions of the work.
- Working knowledge of WorksafeBC's Act and Regulations and safe work procedures and policies.

Ability to:

- Understand and carry out simple oral and written instructions and to perform labouring and semi-skilled tasks with limited supervision.
- Maintain a variety of records such as timesheets, lists and tracking logs, etc.
- Operate a variety of conventional hand tools, power tools and small equipment.
- Work safely with safe work procedures, including working alone and hazard risk assessments.
- Communicate effectively, both verbally and in writing.
- Establish and maintain effective working relationships.
- Deal effectively and diplomatically with the public, co-workers, and outside agencies.

Required Qualifications

- Completion of Grade 12.
- Possession of a valid Class 5 BC Driver's License and good driving record.
- Six (6) months experience in construction, repair and maintenance of parks and trails, roads and sidewalks, water, sewer and drainage utilities, and/or buildings and facilities.

OR an equivalent combination of training and experience.

Preferred External Qualifications

- Possession of relevant BC Trades certificate(s).
- Class 3 BC Driver's License with air brake endorsement.

Working Conditions

- Outside work on a year-round basis.
- Perform physically demanding work.
- May work alone and will be required to follow the Working Alone Safe Work Procedure – following check-in/check-out practices/procedures.
- May come in contact with bio-hazardous materials and will be required to follow the exposure control plan and safe work procedures.

The above statement is a general description of the principal functions of this job and is not a detailed description of all job duties.