



JOB DESCRIPTION

POSITION TITLE: PUBLIC WORKS STUDENT
REPORTS TO: ASSISTANT ROADS SUPERVISOR
CATEGORY: STUDENT – 40 HOURS/WEEK
EMPLOYMENT DATES: MAY 01 TO AUGUST 25, 2022 (16 WEEKS)
HOURLY RATE: \$18.04

POSITION SUMMARY:

This position is an integral part of our summer construction program. The student will work as part of the Public Works team performing outdoor physical labour. The Public Works student will be exposed to a wide range of activities performed within the Roads function of Municipal Public Works. Primary duties will include flagging, surveying, weed trimming, and shop maintenance. This position will support the Technical student with inspections, record keeping, and other engineering tasks as assigned. The ideal candidate will be enrolled in a Civil Engineering related program and is interested in pursuing a career in Public Works

EDUCATION SKILLS, TRAINING:

- Currently enrolled in a full-time post secondary education program preferably in a civil engineering related program and planning to return in the Fall of 2023.
- A valid class "G2" driver's license and a satisfactory driver's record is required
- Excellent communication and problem-solving skills
- Motivated, demonstrate initiative, and ability to work independently with minimum direction
- Ability to work in adverse weather conditions as required
- Knowledge of risks or hazards that may exist within a job site
- Experience operating small equipment and a variety of hand tools
- Experience shooting grade, conducting site surveys and using AutoCad and Civil 3D would be considered an asset

KEY RESPONSIBILITIES AND DUTIES:

- Provide labour for various road maintenance activities.
- Carry out all necessary equipment maintenance and adjustments while keeping the equipment in a safe, clean and tidy condition, and perform daily circle checks and report defects and, if necessary, undertake small repairs in a prescribed manner.
- Remove and/or flag obstacles hazardous to employees or the public or that interfere with the safe operation of vehicles or equipment, and duly note and report such conditions to Supervisor.
- Pick up garbage, brush, fallen tree branches, etc. as necessary.
- Cut grass and perform weed trimming.

- Responsible as an employee for health and safety, including working safely within requirements of legislation and policies, reporting hazards, and maintaining a safe and clean environment.
- Support the Technical student with inspections, record keeping, and other engineering tasks as assigned

WORKING RELATIONSHIPS:

Internal

Daily communication with Township employees

External

Occasional interaction with Township residents, contractors, and visitors

WORKING CONDITIONS:

Frequent and regular outdoor work in various and changing weather conditions that include but is not limited to rain, hot and cool temperatures, and wind.

Ability to work additional hours beyond the normal working day.

May be operating equipment for long periods (3-4 hours) without a break

Frequent moderate physical exertion and occasional heavy physical exertion, including lifting, digging, shoveling, raking and climbing ladders

Work may include locations with exposure to sensory elements including waste materials and smells.

The job description reflects the primary duties and responsibilities of this position and should not be construed to describe in detail all duties and responsibilities of the job.

Please submit an application along with your cover letter and résumé using the Apply Now button below **by Sunday, February 5th at 11:59 PM**. Interviews to be scheduled in the weeks of February 13-17th and 20th-24th.

[**APPLY NOW!**](#)