



CITY OF COLWOOD

JOB DESCRIPTION

TITLE: LABOURER II ROADS & UTILITIES
DEPARTMENT: PUBLIC WORKS
POSITION TYPE: UNION POSITION
PAY GRADE: PAY GRADE 3
LAST UPDATED: FEBRUARY 2024

NATURE AND SCOPE OF WORK

This is manual work entailing considerable physical effort in a variety of construction and maintenance tasks; training and/or previous experience is required. This position reports to the Manager of Roads & Utilities and is under the direct supervision of both the Supervisors of Roads & Utilities. Except for routine duties, a supervisor will issue detailed instructions, monitor work progress, and do inspections upon completion.

TYPICAL DUTIES AND RESPONSIBILITIES

- Performs a wide variety of manual tasks in the maintenance, repair, and construction of City of Colwood infrastructure.
- Tasks include but are not limited to maintenance and construction of roads, sewers, storm drains, sidewalks, and curbs.
- Hauls materials, supplies and/or equipment including loading and unloading.
- Acts as a traffic control person and directs traffic.
- Clears culverts and ditches.
- Repairs leaks, installs pipe and service connections.
- Performs minor inspection and maintenance on equipment and tools.
- Performs inspections on sanitary and drain infrastructure as needed.
- Performs other related duties as required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Sufficient physical strength, stamina, and coordination to permit performance of heavy manual work in all types of weather.
- Competency in roadworks grading and paving an asset.
- Competency in concrete works an asset.
- Competency in underground utilities and excavations an asset.
- Ability to communicate effectively.
- Ability to establish effective working relationships with supervisors, employees, and members of the public.
- Knowledge of WorkSafeBC regulations and City of Colwood Safe Work Procedures pertaining to Public Works



- Demonstrated proficiency in the core competencies of:
 - Adaptability: Willingness to be flexible in a changing environment.
 - Relationship Building: Establish and maintain respectful and cooperative working relationships.
 - Effective communication: Communicate effectively with others.
 - Problem Solving: Recognize and act to resolve problems.
 - Organization: Organize the work so that others will understand and will be able to achieve the City's goals as communicated by senior staff.
 - Customer Focus: Provide excellent service to both internal and external customers.

MINIMUM TRAINING AND EXPERIENCE REQUIRED

- Minimum two (2) years experience directly related to the work to be performed.
- Demonstrated mechanical aptitude with hand and power tools including compactors and other similar equipment.
- Demonstrated knowledge in the construction and maintenance practices of roads and sidewalks.
- Demonstrated knowledge in the construction and maintenance practices of sanitary and drain networks.
- Technical training in wastewater maintenance is a strong asset.
- OFA level 1 is an asset.

REQUIRED LICENCES, CERTIFICATIONS AND REGISTRATIONS

1. Completion of Grade 12 or equivalent
2. Possession of a valid B.C. Driver's License, minimum Class 5, with air brake endorsement
3. Possession of a valid Traffic Control Person Certificate