



Township of South Frontenac Job Description

Title: Light Equipment Operator

Department: Public Services

Reports to: Manager of Operations and Fleet or
Manager of Recreation and Facilities

Summary:

As a member of the Public Services Department, the Light Equipment Operator is responsible for undertaking a variety of road construction and maintenance, parks and facility maintenance and winter control activities. The Light Equipment Operator performs other functions and duties related to Public Services as directed by the Manager of Operations & Fleet or Manager of Recreation and Facilities.

Duties & Responsibilities:

- Perform labour duties at parks and other Township buildings, facilities, and events.
- Loads, transports, and unloads various tools, parts, materials, supplies and equipment to job sites.
- Operates trucks, front end loaders, and backhoes to construct, repair, and maintain roads, properties, and structures in accordance with all safety regulations and procedures.
- Performs daily maintenance and cleaning activities.
- May perform some duties of the Truck Driver, including winter maintenance activities.
- Adhere to a variety of health & safety standard operating procedures, MTO guidelines and safety regulations.
- Ensure excellent customer service providing a positive image of the Municipality at all times through all work performed within the Department.
- Other duties and projects as assigned by the Manager of Operations and Fleet

Supervision:

- Works under the direct supervision of the Manager of Operations and Fleet or Manager of Recreation and Facilities, with daily instruction from the Lead Hand

Qualifications:

- Completion of secondary education
- 1-3 years relevant experience
- Must possess and maintain a valid Class “D” Province of Ontario Licence with “Z” Endorsement
- Ability to perform physical tasks for prolonged periods of time.
- Ability to work and operate in a safe and efficient manner while performing a variety of tasks.
- Demonstrated ability to maintain effective working relationships.
- Ability to make quick and informed decisions.
- Ability to effectively convey information to employees, contractors, vendors, and members of the public.

Other:

- This is either a full-time position, with a 40-hour work week or a part-time position working up to 40 hours per week, in accordance with the Collective Agreement with CUPE 4336
- May include weekend scheduling.
- Compensation and benefits are in accordance with the Collective Agreement

Approved:

Kyle Bolton
Director of Public Services



Brian Kirk
Manager of Operations and Fleet



Tim Laprade
Manager of Recreation and Facilities



Date Approved: Tuesday, February 20, 2024.