



TOWNSHIP OF LAURENTIAN VALLEY

JOB DESCRIPTION

JOB TITLE: Equipment Operator

DEPARTMENT: Public Works

REPORTS TO: Operations Supervisor

DATE: September 4, 2025

POSITION CLASS:

☒ **PERMANENT**

☐ **CASUAL**

☐ **FIXED TERM**

POSITION TYPE:

☒ **FULL TIME**

☐ **PART-TIME**

HOURS: 40 HOURS/WEEK

☐ **COUNCIL MEETINGS**

☒ **FLEXIBLE HOURS**

POSITION SUMMARY

Under the general supervision of the Operations Supervisor, the Equipment Operator is to maintain the Township's infrastructure through the performance of a variety of labour type jobs, including but not limited to, snow clearing, maintenance of equipment, roads, linear assets, buildings and grounds.

QUALIFICATIONS

- Possess and maintain a "DZ" Ontario Driver's Licence (in good standing), with an AZ licence being desirable
- A high school diploma or CAEC is required.
- Must have experience in operation of tandem trucks, backhoe, loader, and other miscellaneous equipment.
- Operation of tandem snowplow and snow removal equipment is considered an asset.
- Experience in a municipal field would be considered an asset.
- Must possess knowledge and understanding of the Ontario Health and Safety Act.
- Must be available as required 24 hours per day and ability to work flexible hours.
- Water License Level 1 and Sewer License Level 1 from OWWCO is considered an asset, or the ability to obtain certification. This would also require an on-call rotation to be completed.
- Computer skills, mechanical knowledge, and the ability to demonstrate good judgment and initiative are beneficial.

POSITION RESPONSIBILITIES

1. Maintains and repairs municipal roads, infrastructure and related facilities.
2. Performs winter maintenance on municipal roads and related facilities.
3. Observes all Municipal Policies and Health and Safety Act Regulations.



TOWNSHIP OF LAURENTIAN VALLEY

DETAILED JOB DESCRIPTION

JOB TITLE: Equipment Operator

DEPARTMENT: Public Works

REPORTS TO: Operations Supervisor

DATE: September 4, 2025

POSITION RESPONSIBILITIES	POSITION DUTIES
1. Maintains and repairs municipal roads, infrastructure and related facilities.	<ul style="list-style-type: none">• Carries out regular duties including, but not limited to the installation, maintenance and operation of:<ul style="list-style-type: none">○ Equipment and machinery (tandem truck, backhoe, tractor, etc.);○ Small equipment and other related tools;○ Paved and Gravel Road Maintenance;○ Road Construction;○ Grass cutting and brushing;○ Surface repairs of roads;○ Routine maintenance and repair to Township Facilities and equipment;○ Assistance in maintenance of water system and sanitary and storm sewer system;○ Responding to emergencies and performing various duties as required;○ Signage installation and repair.
2. Performs winter maintenance on municipal roads and related facilities.	<ul style="list-style-type: none">• Operates winter maintenance equipment for the purposes of snow plowing, sanding, salting, ice removal operations on Municipal Road and Properties;• Snow clearing at road intersections and around fire hydrants;• Shovelling of doorways and walkways as required;• May require overtime as well as evening and weekend work.
3. Observe all Municipal Policies and Health and Safety Act Regulations.	<ul style="list-style-type: none">• Performs the responsibilities of the position within the legislative and regulatory standards set out in the applicable Provincial and Municipal Acts. Performs the responsibilities of the position consistent with the operational policies of the Township of Laurentian Valley;• Performs all other duties as assigned;

	<ul style="list-style-type: none"> • Protects own health and health of others by adopting safe work practices, reporting unsafe conditions immediately and attending all relevant in-services seminars regarding occupational health and safety. Follows all guidelines for employees and employers as legislated under the Ontario Occupational Health and Safety Act; • Acknowledges the need for the completion of various work related training related training requirements. • Maintains a clean work environment.
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The foregoing description reflects the general duties necessary to describe the principal functions of the job identified and shall not be construed to be all of the work requirements that may be inherent in this classification. Management retains rights to assign other duties as needed.