



Accepting Applications for the Position of: **Public Works Operator (Full Time)**

SALARY: **Dependent on experience and qualifications**
CLOSING DATE: **Sept 13, 2022**

Summary

This position is responsible for the operations and maintenance of town infrastructure to achieve the objectives and goals established by the Public Works Department.

Position Title: Public Works Operator
Department: Public Works
Reports To: Public Works Superintendent
Normal Shift: 8:00 am – 4:30 pm Monday—Friday, various weekend shifts required
Transition to seasonal during winter months to accommodate Sports Centre operations

Applicant must possess or be willing to obtain Class 1 Certificates in: Water Distribution, Wastewater Treatment and Wastewater Collection. Grade 12 or equivalent required.

Experience with heavy equipment such as: grader, skid steer, loader and tractor would be an asset.

General duties would include but not be limited to: road maintenance, snow removal, road grading, water testing, equipment maintenance and repair, building maintenance and light repair, perform assorted manual tasks as part of parks/grounds maintenance.

Essential Skills: - Self Starter
 - Job task planning and organizing
 - Critical thinking
 - Problem Solving
 - Internal & external customer service
 - Excellent oral & written Communication
 - Computer skills and knowledge of Excel, MS Word, Outlook

Benefit package available.

Applicants must submit a detailed resume stating experience and education; including a driver abstract, current criminal records check, salary expectations and two (2) work related references to:

Town of Dundurn
Box 185, Dundurn, SK S0K 1K0
Or
Email: admin@townofdundurn.ca

Only those selected for an interview will be notified. Applicants that do not submit all requested documents may be removed from the review process. Thank you to all applicants for your interest.