



FULL-TIME PERMENENT EMPLOYMENT OPPORTUNITY
Unionized position

Position: Operator / Labourer

The Town of Kentville is a rapidly growing community, one with diversifying needs and complex problems that are looking for innovative solutions. The Department of Engineering and Public works believes strongly in intentionality when it comes to what programs we offer to the community. This means we work hard to support the creation of resilient, safe, kind, and caring communities.

Our commitment to equity, diversity, and inclusion:

The Town of Kentville recently adopted our first Accessibility Action Plan followed by the signing of the Recreation Nova Scotia Anti-Racism Charter, a testament to our commitment to developing and supporting a more diverse, inclusive, and equitable environment for all staff and community members. We encourage applicants from equity deserving populations to self-identity in their application. We continue to focus on equity, diversity, and inclusion (EDI) as part of this framework and are committed to continuing our education and awareness as an organization. If you have questions on how we can ensure a safe place of employment, or how the hiring process can accommodate your needs, we invite you to reach out and contact us.

Why work with us?

Being a part of the Kentville team means you will be working in a dedicated, positive, and supportive environment. We are committed to innovation and serving all members of our community. We do this because we value our people and we're passionate about what we do. Really passionate. We offer an environment of support and encouragement: we want you to be successful at what you do! Accountability and fun are the foundations of our workplace culture.

Your Opportunity:

The Town of Kentville is inviting applications for a permanent, full-time Unionized Operator/ Labourer. The successful candidate will be responsible for maintenance and capital improvements of the town's water, sewer, and storm systems as well as roads sidewalks, traffic services, parking lots, buildings, and mobile fleet. The successful candidate will report to the Senior Lead Hand and Manager of Public works.

This position falls within a pay of **\$ 30.37** per hour. The Town provides a competitive benefits package, including a 9% matching defined contribution **and hybrid defined benefit** pension plan. Additional benefits are offered as outlined in the collective agreement. Regular hours of work are Monday to Friday 8:00am to 4:30pm (40 hours per week), with additional overtime as duties require.



Qualifications:

- ✓ Minimum of five years + experience in construction and maintenance, with preference for municipal infrastructure.
- ✓ Proficiency in operating heavy equipment.
- ✓ Valid Nova Scotia Driver's License Class 3 with air brake certification.
- ✓ High school diploma or Canadian Adult Education Credential (CAEC).
- ✓ Wastewater Collection Certification Class 1 within Nova Scotia.
- ✓ Strong background in construction and maintenance.
- ✓ Ability to follow instructions effectively and resolve minor issues independently.
- ✓ Commitment to working safely, in alignment with the Town of Kentville's Occupational Health and Safety (OHS) manual.
- ✓ Good public relations skills, representing the Town professionally.
- ✓ Dependable and proactive in taking initiative.
- ✓ Team-oriented approach to fostering a collaborative work environment.
- ✓ Openness to adopting new practices, equipment, and methods of operation.
- ✓ Ability to handle multiple tasks and remain calm under adverse conditions (e.g., snowstorms, water main breaks).
- ✓ **Additional Training (Assets):** WHMIS, Confined Space, Traffic Control, Excavation and Trenching, and other OHS training. (The Town will provide these certifications if not currently held).

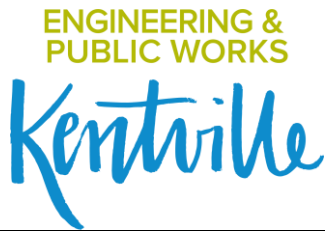
The successful candidate must maintain good public relations in the course of their duties and help maintain a positive teamwork environment within the workplace.

Where To Apply:

Applications consisting of a resume and cover letter saved as a single pdf file will be accepted until Monday November 18, 2024, at 2:00pm, and must be submitted by email to:

- ✓ Email: akadri@kentville.ca
- ✓ Subject line: Operator/ Labourer

Applications must be submitted with at least three references. Please put the job title in the subject heading of your email. We thank all candidates for their interest; however, only those under consideration will be contacted.



Position Title	Operator/ Labourer	Position Number	
Department	Engineering and Public Works	Division	Public Works
Reports To	Senior Lead Head & Manager of Public Works	Supervision	0
Hours	8:00 am to 4:30 pm	Designation	Full-time, Unionized

Scope:

The Engineering and Public Works Department is responsible for maintenance and capital improvements for the Town’s water, sewer, and storm systems, along with roads, sidewalks, traffic services, parking lots, buildings, and mobile fleet.

The Operator/Labourer reports to the Senior Lead Hand and Manager of Public Works, carrying out maintenance and capital improvement tasks across the Town’s water, sewer, and storm systems, as well as roads, sidewalks, traffic services, parking lots, buildings, and mobile fleet.

Principal Duties and Responsibilities:

- 1. The principal duties and Responsibilities of the operator/ labourer include the following:**
 - 1.1. Operate all Town equipment, including trucks, loaders, backhoes, sidewalk machines, and street sweepers. etc;
 - 1.2. Operate all machines and tools.
 - 1.3. Perform snow plowing, salting, sanding, and hauling during winter.
 - 1.4. Lay water, Sewer and Storm sewer pipe.
 - 1.5. Install water and sewer service connections.
 - 1.6. Repair and replace new water, sewer and storm sewer pipelines.
 - 1.7. Build Manholes and Catch basins.
 - 1.8. Repair roads by patching
 - 1.9. Install and repair curbs and concrete sidewalks.
 - 1.10. Perform rough carpentry work.
 - 1.11. Carry out painting tasks.
 - 1.12. Install fences, meter posts and traffic signs.
 - 1.13. Provide traffic control duties.
 - 1.14. Be available on an as-needed basis for emergency repairs or adverse weather response.
 - 1.15. Ability to take rotational “on call” responsibilities during weekends and after- hours.



- 1.16. Perform any additional related duties required by the Public Works Senior Lead Hand & Manager of Public Works.
- 1.17. Support and assist the Kentville Water Commission with tasks as necessary.

Required Qualifications

2. Minimum qualifications for the position of Operator/ Labourer include:

- 2.1. Five or more years of experience with construction and Maintenance with a preference for municipal infrastructure.
- 2.2. Ability to operate Heavy Equipment.
- 2.3. Valid Nova Scotia Driver’s License Class 3 with air Brake Certification.
- 2.4. High School certificate or Canadian Adult Education Credential (CAEC)
- 2.5. Anticipated to achieve a Wastewater Collection Certification Class 1 with the province of Nova Scotia

Required Skills and Training

3. Skill & Training

- 3.1. Construction and maintenance experience
- 3.2. Ability to follow instructions satisfactorily, and be able to solve small problems as they arise
- 3.3. Ability to work in a safe manner including as outlined in the Town of Kentville Operational health and safety manual (OHS)
- 3.4. Maintain good public relations in the course of duties
- 3.5. Take initiative and be dependable.
- 3.6. Help maintain a teamwork environment within the workplace
- 3.7. Ability to accept new practices, new machinery and new ways of performing work
- 3.8. Ability to multitask and handle stressful situations in a calm manner in dealing with adverse conditions such as snowstorms, Water breaks, etc.
- 3.9. WHMIS, Confined Space, Traffic Control, Excavation and Trenching, and other OHS training are considered assets. If you don’t currently have these certifications, the Town will provide

Approved By

Chief Administrative officer	Jeff Lawrence	Director of Engineering and Public Works	Dave Bell, P.Eng.
Signature		Signature	