



**Utility Service – Public Works East – Glace Bay**  
Regular Full Time

**JOB SCOPE:** Under the direction of the designated Supervisor perform a variety of semi-skilled and skilled maintenance work, and operates a variety of equipment in the repair, maintenance, operation and replacement of municipal infrastructure (including sewage, street, storm drainage, solid waste disposal, parks, transportation, building and water) system and facilities.

**STATUS:** Union - Outside Bargaining Unit CUPE Local 759

**SALARY:** \$29.41/hour

**MINIMUM QUALIFICATIONS: (Must include copies of the items listed below)**

- A minimum of Grade XII education or GED equivalent.
- Experience in related construction and maintenance disciplines.
- Certification in NSDOT Temporary Workplace Signage and Traffic Control Person.
- Operator in Training (OIT) provincial certification in N.S. Dept. of Environment Water Distribution or ability to achieve certification within a year. Preference will be given to those who already have certification.
- Ability to operate and knowledge of safe use of tools and equipment.
- Good communication skills, and able to work with minimal supervision and as a team player.
- Must possess and maintain a valid Nova Scotia Drivers License.
- A medical assessment, including vision and hearing tests. Medical assessment must show the capacity of performing tasks of the classification. This will be completed at a later date.

**ADDITIONAL QUALIFICATIONS:**

- Emergency First Aid/Level A CPR & AED Training (Current)
- WHMIS/GHS 2015
- Safe Trenching & Excavation Training

**PREFERRED QUALIFICATIONS:**

- Level 1 in Water Distribution

**CLOSING DATE FOR APPLICATIONS: 4:00 p.m. Wednesday, July 31<sup>st</sup>, 2024**

Applications quoting **Reference No. 24.40-E** should be directed to:

Human Resources Department, Cape Breton Regional Municipality  
Civic Centre, 320 Esplanade, Suite 303 Sydney, NS B1P 7B9

Applications/Resumes may also be submitted in the drop-off box: Main Floor, City Hall during regular working hours (8:30 a.m. – 4:30 p.m.). Although we thank all applicants for their submissions, we will respond only to those we wish to interview.



<b>Position Title/ Classification:</b>	Utility Service – PW East – Glace Bay	<b>Salary:</b>	\$29.41/hour
<b>Department:</b>	Engineering & Public Works	<b>Reporting to:</b>	Supervisor
<b>Location:</b>	Public Works Glace Bay	<b>Bargaining Unit:</b>	CUPE 759

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**MAIN FUNCTIONS:**

- Assists with the co-ordination, scheduling, and implementation of maintenance and operation activities for the purpose of providing quality public services for residents of the Municipality.
- Performs general maintenance duties as part of an assigned crew and provides required labor to ensure optimal operation and maintenance of assigned public works system.
- Operates power equipment such as trucks, tractors, power equipment and power hand tools as assigned and ensures the proper maintenance of equipment and tools by cleaning and carrying out daily inspection checks and refers defects and or needed repairs to appropriate Supervisor or designate.
- Maintains a variety of records relating to inspections, consumption, (where applicable) maintenance activity carried out, and materials used (where applicable).
- Ensures the proper use, care and accountability for all equipment and materials assigned to him/her for use.
- Performs duties, including temporary workplace signage and wears proper safety equipment and clothing to ensure the safety of self, fellow employees and the public in accordance with applicable labor and transportation standards and regulations.



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*Cape Breton Regional Municipality*

- Provide support and guidance to other employees.
- Performs minor equipment repairs, adjustments, and preventive maintenance.
- Other duties as may be assigned.

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**KNOWLEDGE SKILLS AND ABILITIES:**

- Skilled in the safe and efficient operation of small tools and equipment
- Skilled in leak detection and operating leak detection equipment.
- Ability to communicate verbally and in writing.
- Ability to establish and maintain good working relations with employees and the public.
- Ability to perform heavy manual tasks.
- Knowledge of water distribution practices.
- Knowledge of equipment, facilities, methods and procedures used in the maintenance and operation of municipal infrastructure.