



## RURAL MUNICIPALITY OF LAC DU BONNET

### WORK DESCRIPTION

<b>POSITION TITLE:</b>	Operator Level IV	<b>DEPARTMENT:</b>	Public Works
<b>REPORTS TO:</b>	Foreman	<b>WORK LOCATION:</b>	4187 hwy 317, Lac du Bonnet, MB
<b>POSITION TYPE:</b>	Seasonal & Permanent	<b>SALARY:</b>	As per Collective Agreement

#### JOB SUMMARY:

Reporting to the Public Works Foreman, the **Operator Level IV** is responsible for operating equipment to perform maintenance of RM infrastructure, including but not limited to the following:

- Roads
- Road allowances
- Drainage infrastructure
- Transfer Stations
- Parks, trails, boat launches, public reserves and cemeteries

The operator must ensure the equipment is operated in a safe manner and complete daily maintenance and documentation requirements.

#### JOB DUTIES:

##### EQUIPMENT OPERATION:

- Efficiently and safely operate **Operator IV** equipment, which includes the following:
  - Grader
  - Excavator
- Efficiently and safely operate Operator I, Operator II, and Operator III equipment if required and qualified, including the following:
  - Road Allowance Mower
  - Tractors
  - Loader
  - Dozer
  - Skid Steer
  - Tandem

- Bin Truck
- Semi
- Low-Bed
- Belly Dump
- Conduct quarry operations including:
  - loading and maintaining stockpiles
  - operation of the screener
  - delivery of aggregate
- Move equipment to and from the job sites.

**EQUIPMENT MAINTENANCE:**

- Perform routine preventative maintenance to equipment, which could include, but is not limited to:
  - greasing;
  - checking fluids;
  - filling and changing tires;
  - conducting pre-trip and post-trip inspections;
  - changing and maintaining blades;
  - checking and cleaning filters;
  - washing and cleaning equipment.

**DOCUMENTATION:**

- Accurately complete daily time cards.
- Report all incidents according to RM policies.
- Maintain equipment logs and asset management documentation in the recording of projects, equipment hours and other tracking as required.
- Complete gravel records.
- Complete pre-trip and post-trip documentation.

**OTHER DUTIES:**

- Perform labour and maintenance tasks as required, including general yard and shop maintenance.
- Ensure all municipal property and workplaces are kept neat, clean and organized.
- Adhere to established municipal policies, procedures and Workplace Health and Safety Standards and regulations.
- Adhere to Highway Traffic Act Regulations and Manitoba Licensing Requirements.

**ESSENTIAL QUALIFICATIONS:**

**KNOWLEDGE, SKILLS & ABILITIES:**

- Ability to operate **Operator IV** equipment, including the following:
  - Grader
  - Excavator

- Ability to operate equipment assigned to other operator levels may be an asset. This equipment includes the following:
  - Road Allowance Mower
  - Tractors
  - Loader
  - Dozer
  - Skid Steer
  - Tandem
  - Bin Truck
  - Semi
  - Low-Bed
  - Belly Dump
- Ability to adapt to process changes and improvements.
- Ability to read and interpret documents such as safety rules, policies, and operating procedures.
- Willing to participate in training and self-development programs.
- Understanding of road maintenance techniques.
- Physically capable of performing the duties of the position in all types of weather.
- Ability to meet working conditions which include but are not limited to climbing, kneeling, bending, twisting, standing for extended periods, lifting, and carrying.
- Possession of a valid Class 1 Driver's License may be considered an asset.

**COMPETENCIES:**

- Dependability
- Initiative
- Adaptability
- Teamwork
- Collaboration

**TRAINING:**

(it is not a requirement to possess this training prior to being hired, however it may be considered an asset)

- First Aid CPR
- WHIMIS

**OPERATIONAL REQUIREMENTS:**

- Ability to work shift work and overtime when required.

**CONDITIONS OF EMPLOYMENT:**

- Possess and maintain a valid Class 3 Driver's license.

<b>REVIEWED BY:</b>	Chief Administrative Officer	<b>DATE:</b>	March 5, 2026
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<b>APPROVED BY:</b>	Chief Administrative Officer	<b>DATE:</b>	March 5, 2026
<b>LAST UPDATED BY:</b>	Director of Public Works	<b>DATE:</b>	March 4, 2026