



Rural Municipality of Lac du Bonnet

Job Title:	Labourer	Job Category:	Labourer
Department/Group:	Public Works Department	Date of last revision:	March 16, 2024
Location:	RM of Lac du Bonnet	Travel Required:	N/A
Level/Salary Range:	\$22.96 – Collective Agreement	Position Type:	Seasonal Position
Reports To:	Foreman	Date posted:	April 16, 2024
Will Train Applicant(s):	External/Internal Resources	Posting Expires:	April 30, 2024
External posting URL:	N/A		
Internal posting URL:	N/A		
Applications Accepted By: N/A			
E-MAIL: PWDIRECTOR@LACDUBONNET.COM Subject Line: Labourer Attention: Director of Public Works		MAIL: BOX 100 LAC DU BONNET, MB R0E1A0	
Job Description			
<p><u>JOB SUMMARY</u></p> <p>REPORTING TO THE PUBLIC WORKS FOREMAN AND/OR PUBLIC WORKS MANAGER, A SKILLED LABOURER SHALL PERFORM MAINTENANCE, BETTERMENTS AND TRAFFIC CONTROL WORK ON MUNICIPAL INFRASTRUCTURE IN ACCORDANCE WITH THE MUNICIPALITY'S LEGISLATION, POLICIES AND PROCEDURES. A SKILLED LABOURER WILL FOLLOW PLANS, ORAL AND WRITTEN INSTRUCTIONS AND DIRECTIVES IN THE PERFORMANCE OF TASKS AS WELL AS OPERATE A VARIETY OF LIGHT DUTY EQUIPMENT WHEN REQUIRED BY THE TASK ASSIGNED.</p> <p><u>JOB RESPONSIBILITIES</u></p> <p>Essential Duties and Responsibilities</p> <ul style="list-style-type: none"> Maintenance of all RM property including parks and public reserves. Maintenance of all boat launches Sign maintenance and installation Labour tasks in road and culvert repairs General yard, shop and wash bay maintenance Ensure all municipal property and workplaces are kept neat, clean and organized Ensure public property is secure Operate municipal small equipment and fleet vehicles Perform the servicing and general maintenance of small equipment and tools. 			



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- Adhere to established municipal policies, procedures and Workplace Health and Safety Standards and regulations.

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, labourer hours and other tracking as required

SKILLS, JOB KNOWLEDGE AND QUALIFICATIONS

JOB KNOWLEDGE

- Possess and maintain a Class 5 Drivers License
- High School Diploma or G.E.D.
- Ability to work shift work and overtime when required
- Good communication and interpersonal skills
- Ability to adapt to process changes and improvements
- Willing to participate in training and self-development programs
- Applied knowledge of Workplace Health and Safety Procedures
- Must be physically capable of performing the duties of the position in all types of weather. Working conditions include but are not limited to climbing, kneeling, bending, twisting, standing for extended periods, lifting and carrying.

Reviewed By:	Director of Operations	Date:	March 9, 2024
Approved By:	Chief Administrative Officer	Date:	April 18, 2024
Last Updated By:	Operations Manager	Date/Time:	March 16, 2024