

JOB POSTING

Human Resources

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POSITIONS:	ENVIRONMENTAL SERVICES WORKER I (Temporary, Part-Time)
NATURE OF POSITIONS:	<p>One (1) Temporary, Part-Time position of Environmental Services Worker I is available in Environmental Services to assist with seasonal projects. Employees may be assigned duties at solid waste, regional parks and/or water and waste water treatment facilities.</p> <p>The primary duty of this position is to assist in operating and maintaining facilities in Environmental Services and provide support in specific projects. Assigned duties will include, but are not limited to, trimming, working landfill scales, scatter picking, painting, gathering field samples, data/technical information, and providing guidance to the public.</p>
LOCATION:	Environmental Services, Prince George, BC
RATE OF PAY:	\$24.03 per hour (2017 rate)
HOURS OF WORK:	Varying hours per week as required between 6:15 a.m. and 7:30 p.m., seven (7) days per week. Work on statutory holidays may be required.
DUTIES AND QUALIFICATIONS:	As set out in the attached job description.
TERM:	Start Date: To Be Determined End Date: Tuesday, October 31, 2017
BENEFITS:	In accordance with the <i>Collective Agreement</i> with C.U.P.E. Local 1699. This is a Union position.
POSTING:	Internal and External

In your resume/application, please include the level of education you have completed; current Driver's License Class number; and First Aid qualification.

PLEASE SUBMIT RESUMES TO THE UNDERSIGNED NO LATER THAN 4:00 P.M. ON TUESDAY, JULY 18, 2017:

**Marie St. Laurent, CPHR
Manager of Human Resources
Regional District of Fraser-Fort George
155 George Street
Prince George, BC V2L 1P8**

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ENVIRONMENTAL SERVICES WORKER I – JOB 3.8

JOB SUMMARY

The Environmental Services Worker I is involved in the day-to-day operations of Regional District facilities, services and programs and performs a variety of tasks assisting in the operation and maintenance of a variety of Environmental Services facilities and systems. The employee may be assigned duties at solid waste management facilities, regional parks facilities, the 155 George Street office building, water and waste water treatment systems or at other services or assignments established by the Regional District. The employee will have contact with the public.

This is an entry level outside worker position under the **close supervision** of supervisory personnel. The employee performs a limited range of assignments with well-defined instructions, procedures, methods and practices while learning the methods of the work, processes, procedures, and developing knowledge and skills.

TYPICAL DUTIES

1. Maintains facilities, buildings, grounds, equipment and systems using a variety of tools and methodologies.
2. Provides prompt, courteous and efficient service to facility customers and meets customer needs within the context of facility operating guidelines, procedures and bylaws.
3. Operates, maintains, and repairs small tools, power tools and equipment used in Regional District operations including, but not limited to, light duty trucks, skid steer loaders, tractors, trailers, mechanical lifting devices, mowers, snow blowers, ATVs, pumps, and generators.
4. Operates computers, software, Point of Sale machines and cash registers, communications equipment and scientific sampling and data acquisition equipment.
5. Performs preventative maintenance, routine maintenance and minor repairs on equipment and systems as directed.
6. Assists in routine inspections of facilities, operations and systems.
7. Assists in the gathering of samples and data and technical information.
8. Other duties as assigned.

KNOWLEDGE

1. **Some** knowledge of the occupational hazards, safety precautions, practices, methods, tools and equipment required to complete assigned tasks safely and effectively.
2. **Some** knowledge of methods and techniques used in the operation and maintenance of landfills, centralized composting operations, transfer stations, parks, water and waste water systems, landscaping, pest management and commercial building maintenance.
3. **Some** knowledge of procedures, laws, regulations and rules related to work.

SKILLS AND ABILITIES

1. Experience and ability to work diplomatically and effectively with others including the ability to communicate and deal effectively with the public.
2. Successful experience in customer service including processing fee transactions, operating payment equipment including software, Point of Sale machines and cash registers.

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3. Ability to operate and maintain hand tools, power tools, small engine equipment, basic hydraulic systems, light duty trucks and light equipment.
4. Experience in the operation of personal computers and operating software in both DOS and Windows operating environments.
5. Ability to observe and record information and data and to maintain accurate records and complete reports.
6. Ability to make mathematical computations.
7. Ability to carry out defined work tasks.
8. Good interpersonal, organizational and written communication skills.
9. Good observational skills, attention to detail and accuracy.
10. Ability to read and understand procedures and operation and maintenance manuals.
11. Ability to work outside in all types of weather conditions and to perform strenuous physical tasks for extended periods.
12. Ability to work in an environment that may involve exposure to unpleasant and noxious substances and materials.

QUALIFICATIONS

1. Grade 12.
2. Valid B.C. Driver's License.
3. Level 1 First Aid or equivalent.
4. Bondable.