

The Town of Ladysmith provides its employees the opportunity to make a positive and meaningful impact on the daily lives of the public we serve. Are you looking for a dynamic and interesting career? The Town of Ladysmith is seeking a self-motivated professional for our Utilities Department.

PERMANENT FULL TIME
COMPOST FACILITY OPERATOR
(1 Position)

Internal/External Competition #2024-61

Department:	Infrastructure Services; Utilities – Treatment & Supply
Duties:	See attached Job Description
Required Qualifications:	See attached Job Description
Rate of Pay:	Band 14 - \$38.52 per hour
Hours of Work:	40 hours per week
Conditions of Employment:	Automatic wage deposit
Union:	Canadian Union of Public Employees (C.U.P.E.) Local 401
Benefits:	As per the Collective Agreement
Reporting To:	Utilities Supervisor – Treatment & Supply

This job posting will remain open until 4:00 PM October 10, 2024. For further information please contact Len Thew, Manager of Operations at 250.245.6447; lthew@ladysmith.ca

If you are interested in applying for the position, send a cover letter and detailed resume which notes your qualifications and experience relevant to the job description in a **WORD or PDF** format:

Trish McConnell, Manager of Human Resources
City Hall, 410 Esplanade
Ladysmith, BC V9G 1A2
Email: careers@ladysmith.ca; Ph: 250.245.6412

We would like to thank all who apply, but only those applicants selected for an interview will be acknowledged. Per CUPE Agreement Article 15.02: "applicants for this position shall agree that in the event of a grievance regarding filling of this posting, interview and selection documentation shall be released to the union."

The Town of Ladysmith is committed to diversity and inclusivity in our employment practices. We are an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes.



TITLE:	COMPOST FACILITY OPERATOR
DEPARTMENT:	UTILITIES – TREATMENT AND SUPPLY
DIVISION:	INFRASTRUCTURE SERVICES
CATEGORY:	UNION CUPE LOCAL 401
BAND:	14

GENERAL ACCOUNTABILITY

Reporting to the Utilities Supervisor, Treatment and Supply, the Compost Facility Operator is responsible for the skilled operation of various light to heavy equipment within the infrastructure services department and is required to fulfill tasks related to bio-solid and compost handling operations. Responsible for handling bio-solids and the manufacturing of compost material as part of Organic Matter Recycling Regulations (OMRR).

PRIMARY DUTIES AND ACCOUNTABILITIES

- Based on strong mechanical aptitude, and under the guidance of the Utilities Supervisor, Treatment and Supply, monitors, operates, calibrates, maintains and repairs compost equipment such as conveyors, mixers, screening plants, pumps, blowers and other equipment.
- Responsible to document various goods and materials upon removal from inventory to ensure current supply levels are reflected accurately. May be required to procure and purchase goods and materials associated with compost and treatment departments.
- Adhere to safety policies and regulations as established by WorkSafe BC, the Occupational Health and Safety committee, the Town of Ladysmith and regional and municipal statutes. Assist in the development of safety protocols and efficient work practices.
- Assists in the training of new employees to ensure familiarity with safety regulations, safe work practices and the correct and safe use of all tools and equipment necessary to perform their duties.
- Maintains accurate recording of all data required to comply with the regulatory agencies and monitor the process.
- Conducts testing and monitoring as required to maintain effective composting processes. Under the direction of the Utilities Supervisor, Treatment and Supply, makes required adjustments to assure compliance with regulations and permits.
- Maintains equipment logs and records as required.
- Maintains courteous and positive interactions with the public, user groups and Town employees.
- Attends professional development training as directed.
- Other related duties as required.

REQUIRED QUALIFICATIONS, KNOWLEDGE, SKILLS AND ABILITY

1. Completion of Grade 12 and a minimum of five (5) years recent and relevant equipment operation experience. An equivalent combination of recent and relevant education and experience may be considered.
2. Experience in bio-solids and compost handling is an asset.
3. Successfully completed a compost facility operator course deemed relevant by the Town.
4. Strong mechanical aptitude.
5. Valid level 1 first aid and workplace hazardous information systems (WHMIS) certification.
6. Valid BC driver license - class 3 with air brake endorsement.
7. Ability to wear a full-face respirator and pass a fit test.
8. Demonstrated proficiency in the safe operation of light to heavy weight motorized vehicles and equipment, construction equipment and various infrastructure services tools and light industrial equipment including but not limited to:

- Backhoe
 - Tandem Axle Dump Truck
 - Single Axle Dump Truck
 - Skid Steer
 - Tractor
 - Forklift
9. Demonstrated ability to fulfill assigned duties in all weather conditions.
 10. Demonstrated ability to read and interpret operation and maintenance manuals and technical drawings.
 11. Demonstrated proficiency in the servicing and general maintenance of vehicles and equipment.
 12. Demonstrated working knowledge of safe work procedures, practices and obligations.
 13. Intermediate level proficiency in the use of Microsoft Office (i.e. Word, Excel, Outlook), computer applications and database programs.
 14. Ensures that the Utilities Supervisor, Treatment and Supply is kept informed of all testing results.
 15. Analyzes problems and assists the supervisor with the development and implementation of solutions.
 16. Ability to work independently and without supervision or specific direction; completing tasks by removing barriers and locating necessary resources.
 17. Demonstrated ability to communicate effectively in a wide variety of situations applying diplomacy and interpersonal skill to establish and maintain productive relationships.
 18. Demonstrated high level of focus on internal and external client service continuously seeking ways to meet and exceed expectations.
 19. Demonstrated ability to work cooperatively within a team and with Town employees, stakeholders and partners to achieve optimal results.
 20. Demonstrates valuing diversity.