



Township of  
**Leeds and the  
Thousand Islands**

**Department of Roads and Fleet**  
invites applications for the following:

**Equipment Operator 1, Temporary Full-Time**

**Duration: Immediately to an estimated end date of August 21, 2025**

**Position Summary**

Reporting to the Manager of Roads and Fleet, Public Works Operator 1 will play a key role in service delivery in the Township. This will include performing year-round maintenance functions on roads, equipment and municipal infrastructure, operating equipment necessary for such maintenance, maintaining logbooks regarding equipment operated and day to day activities performed, performing labourer and patrols, assisting at Township landfill sites, and adhering to the Collective Agreement (CUPE). This position may require extensive additional hours beyond the normal working day, particularly during the winter months.

**Role and Responsibilities**

- Performs year-round maintenance functions on roads, equipment, and other municipal infrastructure.
- Respond promptly to emergency situations, i.e. severe storms, road blockages, winter storm events, etc.
- Operates graders, backhoes, trucks, snowplows, mowers, etc.
- Performs routine vehicle maintenance.
- Performs labourer duties and patrols, as required.
- Complete written daily reports regarding road work completed and road conditions observed that could require maintenance.
- Assists with road construction, as required.
- Completes daily maintenance of equipment logbooks.
- Performs all work in accordance with the Township's safety practices and procedures.
- Participates in staff training
- Performs other duties, as requested, and required
- The foregoing description reflects the general duties necessary to describe the principal functions of the job identified and shall not be construed to be all the work requirements that may be inherent in this position.

**Qualifications**

- Completion of OSSD (Grade 12) or equivalent.
- A minimum of five (5) years' experience in the operation and maintenance of heavy equipment and machinery, preferably within a municipal setting.
- Valid DZ Driver's License.
- Working knowledge of all application legislation, by-laws, and policies related to transportation and environmental services in a municipal setting, including use and handling of hazardous waste, chemicals, and materials.
- Working knowledge of the skilled operation of similar heavy equipment and machinery and ability to make minor adjustments and repairs on equipment.
- Ability to establish effective working relationships and use good judgement and initiative when dealing with coworkers, supervisors, and the public.
- Criminal background check and driver's abstract required in good standing



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### **Working Conditions**

- Meeting and working with public on a regular basis
- Some degree of accountability/risk due to public exposure
- Some work results in exposure to the discomforts of working outdoors in the rain, heat, etc.
- Moderate physical demands including some lifting or walking on uneven surfaces
- Operate a vehicle on a regular basis

This is a unionized position with CUPE, Local 5397. The 2024 wage for the position is \$26.61 to \$30.53 per hour.

Please electronically submit your covering letter and detailed resume in confidence to [hrmanager@townshipleeds.on.ca](mailto:hrmanager@townshipleeds.on.ca) by 4:00 p.m. on Thursday, February 27, 2025.

Please quote "Competition No. 25-02" in the subject line of your email

Applicants are encouraged to submit a cover letter and résumé outlining the position they are interested in and how they meet the requirements of the position.

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The Township is an equal opportunity employer. We thank all candidates for their interest, however, only those selected for an interview will be contacted. Information collected will be handled in accordance with the Municipal Freedom of Information and Protection of Privacy Act. In accordance with the Accessibility for Ontarians with Disabilities Act (2005), accommodation will be provided upon request throughout the selection process.