

Roads Employee



5-month contract (40 Hours/week)
November 16th, 2026 - April 16th, 2027

The **Town of Grand Valley**, is seeking a contract Roads Employee, in the Public Works Department.

As a Roads Employee, you will:

- Conduct all Operator and Labourer roles within the Public Works Department, including equipment operation, snow plowing and conduct winter road patrols.
- Work a winter operations schedule of 4am. to 12:30pm. and overtime as required.
- Under direction of the Operations Supervisor, maintain Town machinery, equipment and buildings, including replacement of pressure hoses and light-medium weight parts or modules, oil changes, lubrication, some fabrication, welding, painting, electrical work, etc.
- Be responsible to ensure all work is completed in accordance with approved standards/policies and in accordance with the Occupational Health and Safety Act and the Municipal Budget.
- Work in and be part of a team environment.

You have:

- Knowledge and skills in heavy machinery operation, normally acquired through secondary school and work experience.
- Successful completion of applicable courses as provided by a recognized training provider, for both operation skills and safety training.
- Valid and satisfactory "DZ" driver's license.
- Ability to make operational decisions in the field.
- Minimum two years experience in a similar environment.
- **Experience in urban snowplowing operating a single axel truck with air brakes, multi directional plow, and fixed wing. (asset)**
- Good judgement in operation and maintenance of heavy and ancillary equipment.
- T.J. Mahony modules (construction & maintenance). (asset)
- Ontario Book 7 traffic control training. (asset)

To Apply:

We offer a competitive remuneration package, with an hourly rate of pay of \$31.03 to \$36.30. If you are interested in working at a great municipality, please submit your resume in confidence via email by **September 25th 2026** to:

Matt Bos, Director of Public Works mbos@townofgrandvalley.ca

The Town of Grand Valley is dedicated to maintaining a respectful, fair and equitable work environment, and we except submissions from all qualified applicants. Personal information submitted will be used for the purpose of determining suitability for this position only in accordance with The Municipal Freedom of Information and Protection of Privacy Act. We are an equal opportunity employer. Accommodation will be provided in accordance with the Ontario Human Rights Code. This job posting is available in an accessible format, upon request. We thank all persons for applying however only those being considered for an interview will be contacted.



Town of Grand Valley

Job Description

Job Title: Roads Employee	Reports To: Director of Public Works
Supervises: none	Date Created:
Pay Grade: C	Date Updated: August 2024

The Town of Grand Valley employs Roads Employees, reporting to and supporting the Director of Public Works.

The Roads Employee maintain public rights-of-way and other Town works and maintains equipment.

Duties and Responsibilities

Maintains Rights of Way and other Works

- Operates and maintains mobile equipment, e.g., grader, track loader, rubber tire loader, excavator, tandem trucks, backhoe, roadside tractor and mower, lawn mowers, snow plow, sanders, trackless etc.
- Operation and maintenance of ancillary equipment and tools e.g. welders, cutting torches, spray painting equipment, metal fabrication equipment, electrical equipment, chainsaw, etc.

Work Procedures

- Operates equipment on Town roads to remove snow, maintain grade, de-ice, haul and spread gravel, haul soil from ditching and other works, dig ditches, install culverts and storm sewers, build roads.
- Operates equipment or performs manual labour for grass cutting, garbage collection.
- Operates equipment to maintain cemetery, dig burial plots, maintain grounds and cut grass.
- Water and sewer (i.e., infiltration) etc.
- Assists in beaver control and flood control.
- Operates chain saw and chipper to clear brush and other debris.
- Operates a variety of hand tools such as hand shovel, rake, axe, etc. to maintain rights of way, grounds and other works.
- Ensures that Occupational Health and Safety practices and other pertinent legislation is observed, implemented, and documented.
- Ensures that all work is performed according to provincial regulations, municipal standards and policies, safety legislation and related guidelines.
- Conducts regular inspections of roads systems (including culverts, sidewalks, signage, and other structures), takes corrective actions on immediate safety items (such as signage repair/replacement) and reports problems to the Director or designate with recommendations.
- Maintains accurate time records and accurately records time allocation to jobs performed.

Maintains Equipment

- Maintains Town machinery, equipment and buildings, including replacement of pressure hoses and light-medium weight parts or modules, oil changes, lubrication, some fabrication, welding, painting, electrical work, etc.

Call In and On-Call

- Required to participate in the Town’s on-call rotation, per Town procedure.

Conduct & Inclusiveness

All employees are expected to conduct themselves in a civil, respectful, courteous and professional manner with all co-workers and ratepayers including:

- Accept and treat equally all employees of different backgrounds including origin, age, race, ethnicity, gender and sexual orientation.
- Maintain the highest ethical standards.
- Contribute to the efforts of the team and offer assistance as needed, whether or not such assistance falls within the normal duties of job.
- Cooperate freely.
- Make every effort to maintain smooth operations of the municipality.
- Be honest, trustworthy, reliable and dependable in fulfilling all duties.
- Take direction from and work cooperatively with management.

Financial Resources

- None

Other

- Performs additional duties and responsibilities as assigned.

Education and Qualifications

- Thorough knowledge of heavy machinery operation as normally acquired through secondary school education and work experience.
- Successful completion of applicable courses as provided by a recognized training provider, for both operation skills and safety training.
 - a. TJ Mahony modules and Ontario Book 7 traffic control training are assets.
- Valid and satisfactory Ontario Class G and D-Z drivers licenses at time of hire, which must be maintained during employment.

Required Knowledge and Skills

- Minimum two years' experience in a similar environment.
- Good judgement in operation and maintenance of heavy and ancillary equipment.

Personal Contacts

- | | |
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| Internal: | Director of Public Works (daily) |
| | Public Works Department (daily) |
| | Administration (daily) |
| External: | Members of the public (daily) |
| | Suppliers and Contractors (daily) |
| | Drainage Superintendent (occasionally) |

Working Conditions

- Work is typically performed outdoors, with frequent driving required.
- Occasional computer work is required.
- Incumbent is required to deal with complaints from the public daily and on occasion must deal with people who are very irate.
- Work is subject to frequent demands and shifting priorities.
- Occasional heavy lifting of 50 pounds or more.

Environment

- Exposure to physical hazards and inclement weather conditions such as blizzards, white-outs, ice storms, fog, etc.

Control over Work Schedule

- Occasionally deals with evening and weekend emergencies.
- Early or weekend call outs for snow removal.