



## CITY OF COLWOOD

### JOB DESCRIPTION

**TITLE:** LABOURER I PARKS (under review)  
**DEPARTMENT:** PUBLIC WORKS  
**POSITION TYPE:** UNION POSITION  
**PAY GRADE:** PAY GRADE 2  
**LAST UPDATED:** FEBRUARY 2021

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#### NATURE AND SCOPE OF WORK

This position reports to the Foreman of Parks, under the direct supervision of the Parks Charge Hand and Parks Lead Hands. This position is responsible for performing a variety of parks related tasks; horticulture training or previous experience is required. With the exception of routine duties; a supervisor will issue detailed instructions, monitor work progress and do inspections upon completion.

#### TYPICAL DUTIES AND RESPONSIBILITIES

1. Performs a wide variety of manual tasks in the maintenance, repair, and construction of parks assets
2. Operates line trimmers, hedge trimmers, lawn mowers and edger.
3. Hauls materials, supplies and/or equipment. Assists in loading and unloading
4. Acts as a signalperson and directs traffic
5. Clears paths and trails, cuts and trims brush around buildings, yards and parks
6. Clears culverts and ditches and maintains grass areas
7. Performs custodial duties
8. Performs minor inspection and maintenance on equipment and tools
9. Performs other related duties as required

#### MINIMUM TRAINING AND EXPERIENCE REQUIRED

- Six (6) months experience directly related to the work to be performed

#### REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Sufficient physical strength, stamina, and coordination to be able to perform heavy, manual work in all types of weather
- Ability to communicate effectively
- Ability to establish effective working relationships with supervisors, employees, and members of the public
- Knowledge of WorkSafeBC regulations and City of Colwood Safe Work Procedures pertaining to Public Works
- Demonstrated proficiency in the core competencies of Parks and trails maintenance
- Adaptability: Willingness to be flexible in a changing environment.
- Relationship Building: Establish and maintain respectful and cooperative working relationships.
- Effective communication: Communicate effectively with others.



- Problem Solving: Recognize and act to resolve problems.
- Organization: Organize the work so that others will understand and will be able to achieve the City's goals as communicated by senior staff.
- Customer Focus: Provide excellent service to both internal and external customers.

#### **REQUIRED LICENCES, CERTIFICATIONS AND REGISTRATIONS**

- Completion of Grade 12 or equivalent
- Possession of a valid B.C. class 5 Driver's License
- Possession of a valid Traffic Control Person Certificate