

School District No. 53 (Okanagan Similkameen)
Job Description

JOB TITLE: LIGHT VEHICLE/TRACTOR OPERATOR

JOB NUMBER: 339

RESPONSIBLE TO: Director of Facilities

JOB SUMMARY: Under the supervision of the director of facilities and the guidance of the leadhand, the light vehicle/tractor operator operates machinery required in grounds maintenance, and assists in grounds work as required.

ILLUSTRATIVE EXAMPLES OF JOB DUTIES AND RESPONSIBILITIES:

1. operate machinery such as trimmers, tractors, push and riding mowers required in the maintenance and care for lawns, grounds, shrubs, trees, gardens, plants parking areas and walkways;
2. deliver equipment, supplies and mail;
3. maintain a clean worksite at all times;
4. initiate work orders for maintenance services and equipment repairs;
5. may be required respond to emergency call-outs for repairs;
6. keep current by participating in job-related training and staff development;
7. communicate positively and effectively, and interact as a collaborative and consultative team member;
8. understand and act in accordance with school and district policies and procedures, district Health & Safety Manual and WorkSafeBC regulations;
9. maintain confidentiality; and
10. other duties as assigned including grounds work.

REQUIRED QUALIFICATIONS:

1. grade 10 plus Class 5 with trailer endorsement (Code 20) and a safe driving record (driver abstract required);
2. four months grounds labourer experience, obtained within the last four years, (including the operation of commercial mowers, trimmers and tractors);
3. demonstrated ability to work as part of a team;
4. effective communication skills in verbal, written and electronic format;
5. strong problem-solving and organization skills; and
6. physical ability to perform all aspects of the position.