



## Transportation Services Operator (MT II)

### The Opportunity

The Town of Grimsby is committed to building a future that welcomes innovative new ideas while protecting and preserving its distinct heritage. It is a place where leaders are committed to sustainability and honouring Grimsby's treasured natural setting. Grimsby has become a sought-after community where residents enjoy waterfront living, historic neighbourhoods, active living, and world class natural amenities. It is conveniently located in the Greater Toronto and Hamilton Area (GTHA) in a region that is home to Niagara wineries, agriculture, cuisine, and internationally recognized attractions.

### The Portfolio

Reporting to the Transportation Services Supervisor, the Transportation Services Operator (MT II) is responsible for maintaining the road systems, storm drainage systems and cemetery within the Town of Grimsby and other related functions requiring skilled and safe operating of trucks and other licensed and unlicensed equipment. To perform a wide variety of these road-related tasks as well as performing general maintenance functions within the Corporation as required.

### The Candidate

As a candidate for this position, you have achieved a secondary school diploma and possess a valid class "D" drivers' license with "Z" endorsement, Book 7 – Traffic Control training, Confined Space Entry training, chainsaw operation certifications, OGRA Winter Maintenance Operations training, and standard First Aid/CPR-C. You have three (3) years of recent related experience in transportation operations/maintenance and are able to perform manual labour duties for the duration of a working shift. You possess strong customer service skills, and are able to work independently and as part of a team.

### Working for the Town of Grimsby

The Town of Grimsby offers candidates for this position a competitive employment package that includes an hourly wage between **\$27.41 and \$33.35** (2025 rates) and a comprehensive benefits plan. The hours of work for this position are 7:00 AM to 4:00 PM; however, these are subject to change, with appropriate notice, based on operational needs (evening and/or alternate shifts).

The Town supports the health and wellness of our employees; a commitment that is demonstrated through free access to Town recreation facilities for employees and flexible working arrangements.

## How to Apply

If you are excited by this opportunity, we are excited to hear from you!

We invite you to submit your application to [hr@grimsby.ca](mailto:hr@grimsby.ca) by **May 30, 2025 at 4:30 PM**. Please quote the posting number in the subject line. A full job description can be found below.

An eligibility list will be established for the duration of a 6-month period.

## Posting #: 32-2025

*We thank all applicants for their interest, however only those selected for an interview will be contacted.*

*The Town of Grimsby is an equal opportunity employer committed to an inclusive, barrier-free recruitment and selection processes, and work environment. We will accommodate the needs of applicants under the Human Rights Code and Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment process. Please contact the Office of Human Resources, [hr@grimsby.ca](mailto:hr@grimsby.ca) if you need assistance.*

*Personal information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of candidate selection.*



## JOB POSTING

# Transportation Services Operator (MT II)

Public Works Department

### Duties and Responsibilities:

#### 1. Roads System Operations and Maintenance (90%)

- 1.1 Responsible for tasks primarily related to the maintenance and construction of the Town's road infrastructure and other related assets and areas of responsibility including storm water system, trees, town right-of-way maintenance.
- 1.2 Responsible for operating heavy equipment for the purposes of haulage of aggregates, fill, tree trimmings, snow, sand, and gravel.
- 1.3 Implements various construction and repair tasks of curbs, sidewalks, catch basins, culverts, shoulders, and various road surfaces.
- 1.4 Responsible for operating winter maintenance equipment including 2- and 5-ton plow trucks, sidewalk plows and snow blowers.
- 1.5 Operate front end loader, backhoe, tractor, street flusher, sweeper, snowplow equipment, wood chipper, compactors, compressors, grass mowers, dump trucks and small gas powered equipment.
- 1.6 Responsible for roadside grass mowing and town right-of-way maintenance.
- 1.7 Performs maintenance and minor repair of Town equipment and facilities as required.
- 1.8 Required to direct and control traffic as required, subject to being certified as a Traffic Control Person.
- 1.9 Responsible for performance of all general labour duties in maintenance and construction as it related to road related assets.
- 1.10 Responsible for maintenance and repair of street signs and line painting.
- 1.11 Carries out winter maintenance activities in compliance with the Town's Salt Management Plan and the Roads Quality Management System (RQMS).
- 1.12 Responsible to safely set up road closures and removals and notifies stakeholders.
- 1.13 Operates various pieces of licensed and unlicensed equipment including but not limited to, the following:
  - a) Pavement marking machine;
  - b) Sidewalk plows and attachments;
  - c) Compactor;
  - d) Snow blower;
  - e) Chainsaw and concrete saw;
  - f) Steam generator;
  - g) Sprayer;
  - h) Compressor and attachments;
  - i) Mower;
  - j) Various size pumps;
  - k) Tractor and attachments;
  - l) Asphalt roller;
  - m) ½ tonne pickup truck;

- n) Generators;
- o) 2 tonne truck and attachments; and
- p) Gas powered post hole auger.

## **2. Storm System Maintenance**

- 2.1 Responsible for maintenance for storm water quality and quantity facilities as directed including repair of storm sewers and appurtenances, vegetation management, mowing and invasive plant removal.
- 2.2 Responsible for storm system inlet and outlet structure monitoring and inspections.
- 2.3 Responsible for driveway and cross culvert inspection, maintenance and installation as directed.

## **3. Town Tree and Brush Maintenance**

- 3.1 Responsible for performing routine inspections of Town trees and where applicable providing trimming, brushing and general maintenance.
- 3.2 Responsible for post weather event tree and brush clean up.

## **4. Equipment Operation (5%)**

- 4.1 Performs heavy equipment operations within the Roads Division including the operation of dump trucks and all other heavy equipment requiring specialized training and/or licenses.
- 4.2 May be required to operate backhoe (front bucket only) to perform routine tasks.
- 4.3 Responsible for ensuring all excavations, trenching and work performed around and within the work site are carried out in accordance with the Occupational Health and Safety Act and Regulations for Construction Projects.

## **5. Other (5%)**

- 5.1 Works in a safe manner in accordance with the Occupational Health and Safety Act, associated regulations, other applicable legislation, Town by-laws, policies, procedures, and guidelines.
- 5.2 Completes all required documentation and reporting as required by Town policies and procedures as well as the Highway Traffic Act, including Circle Checks, Equipment use logs, Hours of service logs, timesheets, etc.
- 5.3 Assists in Environmental Services Division and other Department works as required.
- 5.4 Other related duties, as assigned.
- 5.5 Perform assigned work in the cemetery and acquire general knowledge of maintenance and burial procedures.

**The successful candidate will possess the following:**

### **Education**

- Secondary school diploma.

**License, Registration and Training**

- Valid Class “D” Drivers’ License with “Z” endorsement for air brakes with a clean driving record.
- Book 7 – Traffic Control Training.
- Confined Space Entry Training.
- Standard First Aid and CPR C.
- Chainsaw Operation Certifications.
- OGRA Winter Maintenance Operations Training.

**Experience**

- Three (3) years of recent related experience in transportation operations/maintenance.

**Knowledge/Skills/Abilities**

- Good organizational and time management skills.
- Able to work independently and as a team.
- Good written and verbal communication skills.
- Strong customer service skills.
- Computer literate and ability to use various software applications including Microsoft applications.
- Able to perform manual labour duties for the duration of the shift.
- High degree of analytical skills in assessing and determining job and task requirements.
- Able to prioritize and work with anticipated deadlines.
- Technical ability to operate heavy equipment including dump truck, winter equipment, etc.
- Working knowledge of the Occupational Health & Safety Act.

A combination of education, training, and experience may be considered.