



The Municipal District of Spirit River No.133

Job Title: Class 1 Driver / Heavy Equipment Operator

Department: Public Works

Reports to: Public Works Supervisor

Position Type: Hourly Full-time Permanent

Wage: \$38.67 - \$41.83 / hour

*To submit your resume or for inquiries, please email hr@mdspiritriver.ab.ca
Opportunity will remain open until a suitable candidate is found.*

OVERVIEW

The **Class 1 Driver / Heavy Equipment Operator** performs skilled manual labor and operates a variety of heavy equipment, highway tractors, excavators, and utility vehicles for the maintenance, construction, and repair of municipal infrastructure, roadways, and public property. This role also serves as a relief driver for municipal transit services on an as-needed basis.

1. Key Responsibilities

Equipment Operation & Road Maintenance:

- Safe and proficient operation of municipal equipment, including:
 - Highway Tractors & Trailers: Hauling gravel, materials, heavy equipment, and municipal loads.
 - Excavators & Wheel Loaders: Earthmoving, ditching, culvert installation, material loading, and site preparation.
 - Light Duty & Utility Vehicles: Operating two-ton pickup trucks equipped with front snowplows and rear sanders for winter road clearing and de-icing.
- Perform winter road maintenance including snow plowing, sanding, clearing drifts, and ice control on municipal roads, intersections, and facility access points.
- Conduct routine grading, road surfacing, drainage maintenance, and road repair activities.
- Perform general manual labor related to road maintenance, sign repair, culvert cleaning, shop upkeep, and facility maintenance.
- Assist in emergency response efforts (e.g., severe weather events, flooding response, road obstructions).

Safety & Compliance

- Adhere strictly to provincial occupational health and safety (OH&S) regulations, traffic laws, and municipal safety policies.
- Secure all transport loads in compliance with National Safety Code (NSC) cargo securement standards.
- Participate in pre-job hazard assessments, tailgate safety meetings, and municipal training programs.
- Report any safety incidents or near miss incidents to a supervisor immediately.
- Adhere strictly to all Protection of Privacy Act legislation and Municipal District of Spirit River Privacy, Data Security, and Confidentiality policies and procedures.

Equipment Care & Maintenance

- Complete daily pre-trip and post-trip vehicle and equipment inspections (circle checks).
- Ensure equipment or load is safely secured.
- Perform basic preventive maintenance, fluid top-offs, greasing, and cleaning of assigned equipment.



- Document and promptly report mechanical defects, hazards, or repair requirements to the shop/mechanics.

Relief Transit Operations

- Operate municipal transit buses or vans as a relief driver when required, ensuring safe, punctual, and courteous transportation for passengers.
- Perform pre-trip and post-trip passenger area inspections, maintain driver logs, and assist passengers with accessibility or mobility needs as necessary.

All other duties as assigned.

2. Qualifications & Requirements

2.1 Certifications:

- **Grade 12 Diploma**
- **Driver's License:** Valid Alberta Class 1 Driver's License with Air Brake (Q) Endorsement.

2.2 Mandatory Requirements:

- **Abstract:** Clean or acceptable Commercial Driver's Abstract (minimum 3 year record required at hire).
- **First Aid:** Current Standard First Aid certification with CPR Level C (or AED equivalent).
- **Experience:** Minimum two years tractor-tailer experience, demonstrated experience operating heavy equipment (loader, excavator, highway tractor) and winter road maintenance equipment.

2.3 Skills & Competencies:

2.3.1 Knows and Understands:

- Truck and equipment safety
- Truck and equipment maintenance and storage
- Workplace safety requirements and storage
- Job task planning/pre job planning
- Spotting

2.3.2 Skills and Attributes:

- Time management
- Effective communication
- Analytical and problem-solving skills
- Excellent eye, hand and foot coordination and fast reflexes
- Mechanical ability

2.3.3 Working Conditions

- Sitting for long periods of time
- Lifting, pulling, and managing heavy equipment and objects
- Expected to work both indoors and outdoors and possibly in inclement weather.
- Working in extreme weather conditions (heat & cold)
- Travel to and from sites
- Lifting up to 50lbs
- Repetitive tasks
- function as a member of a team and able to work independently with minimal supervision.
- Generally work a set schedule but required to be available after hours and on weekends.



3. Our Company Culture

At the MD of Spirit River, we take pride in fostering a workplace culture that is positive, inclusive, and focused on collaboration and growth. We believe that diverse perspectives and respectful communication lead to better ideas, stronger teams, and greater success.

Our municipality hires great people who are looking to contribute to our respectful workplace. Our team thrives on mutual support, shared goals, and a commitment to creating an environment where everyone feels valued and empowered to contribute. We encourage open dialogue, celebrate achievements, and provide opportunities for personal and professional development. We support a work-life balance and offer an excellent compensation package including potential professional development support and opportunities. Together, we're building a space where creativity flourishes, innovation thrives, and every individual can do their best work.

The Municipal District of Spirit River is committed to maintaining a vibrant, healthy, safe, caring and inclusive community. The MD of Spirit River is an equal opportunity employer committed to fostering a diverse and inclusive workplace. We value and respect individuals from all backgrounds and do not discriminate based on race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, veteran status, or any other legally protected status. We believe in providing fair opportunities for all applicants and employees to thrive.

Health and Safety:

All personnel at the MD of Spirit River are governed by the MD Health and Safety Policy. Operations must be conducted in a safe manner in accordance with all policies and safe work procedures, in conjunction with the proper protective equipment to be worn for the tasks being performed.

Privacy and Confidentiality

Employees are expected to be familiar with MD of Spirit River policies and procedures regarding the privacy, confidentiality, and security of personal information. Personnel at the MD are governed by the *Protection of Privacy Act* and are expected to conduct themselves in accordance with the legislation and all MD policies.