

Greater Vancouver Regional District

Position Description: Combo Truck Assistant (G560)

June 2011

Purpose: This position reports to and assists the Combo Truck Driver with the operation of a combo/vacuum truck or similar vehicle. The incumbent will safely and competently operate vehicles assigned to them as well as perform light servicing of the vehicles. When required, the incumbent may operate alternate vehicles as directed and perform other manual construction maintenance duties related to the position.

Duties: *(The duties described hereunder are to be representative of the position and are not to be considered as all-inclusive.)*

Effectively and safely operates and/or assists with the operation of the equipment on any one of the above listed trucks as well as equipment on other vehicles as required.

Performs and assists with the performance of daily inspections as required under BCTA Pre/Post Trip Inspection and completes equipment log books (WorkSafe BC) or any other regulatory requirements.

Performs light maintenance and operating adjustments of assigned vehicles.

Reports any mechanical deficiencies immediately to the immediate supervisor and garage for corrective action.

Performs general housekeeping and cleaning of vehicles.

Submits activity reports: timesheets, daily logs, purchase card records, work orders, etc.

Attends safety meetings and various safety training courses as required.

Attends other training as required for position.

Assists work group performing duties related to the position as required.

Picks up and delivers materials and equipment such as: sand, gravel, cement, lumber, steel, pipe, railings, barricades, compressors, pump, generators, etc.

Flushes and cleans sewer lines, chambers, wetwells, water leaks, reservoirs, wastewater treatment plants, etc.

Participates with work crews in all aspects of the day-to-day operations and maintenance of the regional water, wastewater and drainage systems as required.

Provides relief for the Combo Truck Driver as required.

Requirements:

Secondary school graduation or equivalent training and experience, supplemented with training in maintenance and construction techniques.

Minimum two years experience working in municipal or regional construction; water and wastewater operation; or maintenance operations.

Possess or be able to immediately acquire Transportation of Dangerous Goods certification.

Ability to communicate effectively both verbally and in writing.

Effectively carry out written and/or verbal instructions.

Ability to safely operate and service vehicles required for position.

Working knowledge of proper methods used in loading, unloading and securing material and equipment.

Working knowledge of the different types of aggregates, sand, gravel etc.

Working knowledge of procedures for working safely around above ground and underground utilities and services.

Working knowledge of regional operations and maintenance facilities.

Working knowledge of the operation of hydrants and high-pressure water lines and familiar with the use of industrial vacuums.

Understanding of WorkSafe BC regulations and corporate safety policies and procedures applicable to the position.

Understanding of Metro Vancouver's policies and procedures applicable to the position.

Physically capable of performing duties.

Ability to work in an outdoor environment for extended periods.

Valid B.C. Drivers License, Class 3 with Air Brake endorsement.