

Greater Vancouver Regional District

Position Description: CONSTRUCTION LEADHAND (G716)

November 2006

Purpose: To assist superiors in all aspects of the construction, upgrade, repair and tie-ins to GVRD utilities.

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

Works with, and provides direction to crew members as required in carrying out construction, upgrade, repair and tie-ins to GVRD utilities using established practices and procedures.

Works with other GVRD departments, municipalities, contractors, consultants, suppliers, utilities, regulatory agencies, and the public as necessary. As directed, liaise with GVRD engineering staff .

Prepares time reporting and investigative reports as directed.

Assists in the preparation of work plans, schedules and cost estimates.

Uses computer applications related to the position and duties.

Monitors and maintains required levels of construction equipment and supplies.

Assist in the training of junior staff in established construction, operations and safety practices and procedures. Monitors same to ensure training objectives are being met.

Works in compliance with all safety regulations and ensures that safe work practices are followed by subordinates. Advises supervisor of situations requiring review.

As directed, assumes the duties and responsibilities of supervisor in their absence

Requirements:

Grade 12 education or equivalent training and experience (supplemented by courses in construction technology, supervision, computer application, welding, and industrial coating)

Progressive experience and responsibility in regional water/wastewater construction with 5 or more years experience.

Ability to interpret and work from engineering drawings.

Ability to communicate effectively orally and in writing.

Thorough knowledge of process and mechanical equipment, and pipeline technologies.

Requirements continued:

Ability to use computer applications related to the position and duties. i.e. MS project, Excel, Word etc.

Ability to develop and track work plans and prioritize activities.

Thorough knowledge of occupational hazards, WorkSafe BC regulations, Corporate, Departmental and Divisional safety policies and procedures.

Willingness and ability to undertake additional training related to the duties of the position. Demonstrated initiative and ability to work unsupervised.

Demonstrated leadership qualities and ability to effectively direct and supervise work of others.

Strong work ethic with a proven commitment to working within a team.

Physically capable of performing the duties of the position.

Able to work in an outdoor environment for extended periods.

Valid B.C. Class 5 Driver's License