

G. V. R. D.

TITLE: FOREMAN

POSITION DESCRIPTION

NO: 455

DATED: January 1986

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PURPOSE OF POSITION:

DIRECTION, COORDINATION AND SUPERVISION OF SMALL TO MEDIUM SIZED CREW(S) ENGAGED IN MAINTENANCE AND CONSTRUCTION WORK THROUGHOUT GVRD FACILITIES.

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DUTIES: (The duties described hereunder are intended to be representative of the position and are not to be considered as all-inclusive,)

Supervise and participate in the work of crew(s) engaged in maintenance or construction type jobs required to maintain, improve or update water and sewer system and facilities.

Coordinate the work of one or more crews, order equipment and materials, prepare time and equipment sheets.

Performs other related duties as directed.

Assist District Operators and crew members with problems encountered, work methods and approach, safety regulations and procedures, training of new employees.

Assists superior with manpower planning; cost estimates, work priority setting.

Replaces superior during absence.

Supervises workers, rented equipment and operators.

Responsible for public safety and employees safety on the job.

Assists in training of employees.

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REQUIREMENTS: (Minimum to fill position.)

Grade 12, plus a minimum of tens years experience in his given field, five of which with GVRD.

Valid B.C. driver's licence and health certificate for watershed entry.

Proven abilities to direct and supervise the work of others.

Able to read blue prints, write reports.