

GREATER VANCOUVER REGIONAL DISTRICT

Position Description: LSCR Facility Maintenance Operator

December 2015

PURPOSE OF POSITION:

Reports to the LSCR Operations Assistant to perform a variety of maintenance, construction, patrol and public relations duties associated with the operation of the Lower Seymour Conservation Reserve and Watersheds.

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

Assists in providing daily supervision of, and participates directly with, staff and crews engaged in a variety of routine maintenance duties and construction projects. (trail building/maintenance, equipment maintenance, trail patrolling, building and picnic site maintenance, traffic control and windfall clearing)

Assists LSCR junior staff in the proper use of equipment and safe work standards

Assist in the development of and implements operational inventories and maintenance schedules (equipment inventories, trail counters, wildlife tree inventory, tool and equipment maintenance logs)

Operates equipment such as diesel tractors and mowers, loaders, push mowers, brush cutters, vacuums, chainsaws, rock drills, boats and outboards. Performs maintenance such as lubrication, running adjustments, clean up as required.

Coordinates contractors working in the LSCR.

Conducts educational tours as required.

Purchases materials and supplies. Maintains expenditure records and tracks project budgets as required.

Assists in the coordination of and works with volunteer groups

Performs standby for watershed activities as required and participates in emergency response, including forest fire fighting, petroleum soil clean up, road patrols and emergency remedial work.

Patrols the LSCR by various means (bike, foot, vehicle and provides information and assistance to LSCR users)

Enforces LSCR regulations

REQUIREMENTS:

Grade 12 (or equivalent) plus minimum two years recreational facility operations experience or an equivalent combination of education and experience.

Experience in forest or parks operations (i.e. small construction projects, facility maintenance, landscaping, horticulture, chainsaw and power tool experience).

Demonstrated supervisory and organizational abilities, experience managing small groups. Ability to manage a variety of projects and staff.

Experience in working with a range of internal and external stakeholders (including the general public, volunteers, contractors, etc.) Ability to deal with these individuals in a courteous and effective manner utilizing tact, diplomacy and good judgment.

Working knowledge of the Corporate, Departmental and Divisional safety programs, procedures and practices along with WorkSafe BC regulations.

Be in good physical condition and capable of walking long distances.

Knowledge of the application of risk management principles.

Effective communications skills, both verbal and written. Basic computer skills

Valid Driver's License (Class 5) for the Province of British Columbia

Level 1 First Aid Certification with transport endorsement.

Valid Class 3 and/or 4 BC Drivers License is an asset

Completion of S100 Wildland Fire Suppression course, chainsaw training, bobcat/ mini excavator training would be an asset.