

G.V.R.D.

TITLE: Yard Person I (LCOC)/First Aid Attendant

POSITION DESCRIPTION NO.: 495 DATE: December 22, 1994

---

### PURPOSE OF POSITION

Under the general direction of the Supervisor - Lake City Operations Centre to provide a wide variety of services.

### DUTIES

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

Assists Yard Person II and performs a variety of jobs such as: housekeeping of the Operations Centre outside common areas, painting, yard maintenance and clean-up, operate forklift and mobile yard crane to move pipe, lumber, load and unload truck, repair side walks, fences, and other maintenance tasks as assigned.

Perform all duties of Water or Sewer timekeeper(s) when relieving during vacations or other absences.

Assists in welding and blacksmith shops.

Occasionally assists at Stores and at garage.

In the absence of the Yard Person II, acts as the designated first aid attendant, responds to first aid emergencies and provides first aid services, maintains first aid records, supplies and first aid room.

### REQUIREMENTS: (Minimum to fill position)

Grade 12 (or equivalent), valid B.C. Driver's Licence, certificate for watershed entry, and ability to operate power and pneumatic tools, forklift and mobile yard crane.

Ability to update, check and maintain a variety of records, files and logs and perform simple arithmetic calculations.

Physically fit and possess mechanical ability.

Current Occupational First Aid Level II certificate.

Within six months of date of hire must be able to obtain training in the use of Self-Contained Breathing Apparatus (SCBA) and a Lift-Truck Operation Certificate Card.