

G.V.R.D.

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

POSITION DESCRIPTION NO.: 496 DATE: October 28, 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.)

Directs Yard Person I and coordinates 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.

May be required to act for Supervisor (LCOC) as directed.

In the event the Yard Person I (LCOC) is unavailable, may be required to perform duties of Water or Sewer timekeeper(s) when relieving during vacations or other absences.

May be required to temporarily perform duties of Chlorine Truck Driver or Driver Tandem with hydraulic crane when relieving same or when other drivers are not available.

Relieves blacksmith during vacations and other absences.

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.

Assists at welding shop.

REQUIREMENTS: (Minimum to fill position)

Grade 12 (or equivalent). Class 3 driver's licence with air brake endorsement, certificate for watershed entry, and ability to operate power and pneumatic tools, forklift and mobile yard crane.

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REQUIREMENTS: (continued)

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 a Transportation of Dangerous Goods certificate, training in the use of Self-Contained Breathing Apparatus (SCBA) and a Lift-Truck Operation Certificate Card.