



SAND & GRAVEL

POSITION OUTLINE

OVERVIEW

TITLE	Heavy Equipment Operator, Select Sand & Gravel (SS&G)
DEPARTMENT	Select Sand & Gravel Operations
LOCATION	Select Sand & Gravel, 3150 Stevenson Rd, Powell River, B.C., V8A 0R3
REPORTS TO	General Manager, Select Sand & Gravel

MANDATE

The Heavy Equipment Operator is responsible for preparing and handling heavy equipment to ensure the proper movement of materials and interacting with co-workers to ensure that the projects are completed accurately and on time. At all times, this position will be required to conduct their duties in a safe and thorough manner.

With safety as a priority, duties include conducting pre-trip checkups and inspecting any equipment before operating to ensure safe working conditions and performing minor service work as required.

This position monitors workflow and suggests alterations to enhance productivity, as needed. The Heavy Equipment Operator brings experience and sound knowledge to be familiar with the details of each situation and knows when to lead or follow.

SPECIFIC POSITION ACCOUNTABILITIES

- a. Work in compliance with all safety practices, procedures at the work site and adhere to traffic regulations & laws
- b. Safely operate heavy equipment such as: rock truck, gravel truck, wheel loaders and excavator
- c. On-site training will be provided to run and maintain crushing screening and conveying equipment
- d. Manage the heavy machines or equipment in a safe and secure way
- e. Perform periodic safety, maintenance or service checks to ensure proper functions of the equipment
- f. Perform minor mechanical repairs or inform and advise of any major repairs, replacements or maintenance required on equipment
- g. Loading and offloading rocks, debris and other materials from heavy equipment
- h. Communicate with co-workers to ensure clear understanding of project specifications, as needed
- i. Provide suggestions to refine workflow and boost efficiency
- j. Aid co-workers to ensure that the site is clean and organized at the end of each day
- k. Performs other duties as assigned

GENERAL ACCOUNTABILITIES AS AN EMPLOYEE

As an employee, you are accountable for

- a. Working effectively and with full commitment to the tasks assigned
- b. Communicating your progress, challenges and successes regularly
- c. Ensuring business practices strictly operate within Policy guidelines
- d. Ensuring a culture of transparency, delivering consistently our best, continuous improvement and innovation
- e. Providing an open, safe and respectful work environment
- f. Taking personal ownership of your professional, personal growth and development

EDUCATION & TRAINING

- High School Diploma or General Education Degree (GED) required
- Heavy Equipment Operator Certification (an asset)
- Relevant, recent experience operating heavy equipment (Excavator, Loader, Rock Truck, etc.) - Minimum 2-3 years
- First Aid – (Level 1) – Training will be provided

KNOWLEDGE & EXPERIENCE

- Valid Driver's license is a must and an acceptable driver's extract
- Class 3 Driver's license (an asset)
- Experience in a mine excavating environment with crushing and screening equipment
- Basic knowledge of construction aggregate products and its application
- Ability to trouble shoot mechanical issues and do some repairs
- A sound understanding of all workplace safety practices
- Have a safety-focused approach to work, and ability to handle and assist in emergency situations
- Knowledge of transportation regulations & laws
- Possess physical strength to operate heavy and power-driven equipment
- Be a team player and follow directions from supervisors at any job site
- Ability to work independently with minimal supervision

COMPETENCIES

- Decision making - Uses sound judgment to make good decisions based on information gathered and analyzed.
- Problem solving - Analyzes problem by gathering and organizing all relevant information. Produces appropriate solutions with minimal supervision.
- Teamwork/collaboration - Strong interpersonal skills. Interacts with people effectively.
- Adaptability - Adapts to changing work environments, work priorities and organizational needs.
- Planning/Organizing - Proactively plans and organizes tasks and work responsibilities to achieve objectives. Sets priorities and schedules activities.
- Work standards - Sets and maintains high professional and performance standards.
- Motivation - Displays energy and enthusiasm in approaching the job.
- Initiative - Takes action to influence events. Generates ideas for improvement, takes advantage of opportunities, suggests innovations.
- Integrity - Shares complete and accurate information. Maintains confidentiality of sensitive information.
- Reliability - Takes personal responsibility for job performance.
- Communication - Strong written and oral communication skills. Organizes and delivers information appropriately. Listens actively.
- Stress tolerance - Displays emotional resilience and the ability to withstand pressure on an on-going basis. Deals with demanding situations while maintaining performance and professionalism.
- Respectful – Interacts with professionalism and respect towards customers, co-workers, and businesses partners.