
Public Works Operations Department

The Public Works Operations Department is comprised of four Divisions and is generally responsible for providing the public with facilities and parks services, potable water, disposal of sanitary and solid wastes, road construction and maintenance services, fleet and equipment maintenance.

FACILITIES, PARKS, CEMETERIES & FORESTRY OPERATIONS DIVISION

Responsible for maintenance of:

- large area of green space
 - parks
 - ball diamonds
 - cemeteries
 - forestry
 - County buildings
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Facilities & Parks Operations Student

Rate: \$15.70 / hour (October 2020) - up to 40 hours / week (some overtime may be required), work schedule may include weekends

This position will report to the Supervisor, Facilities, Parks, Cemeteries and Forestry Operations and will take work direction from the Lead Hand. You will complete assigned housekeeping and maintenance tasks at County facilities, parks and cemeteries as directed. Also required to support divisional services when needed.

* To be considered for this position, you must be enrolled in high school, college or university and returning to school on a full-time basis in September 2021.

** If you are 18 years of age or older, a current Vulnerable Sector Check (OPP Form LE 220E or similar) is required to work in these positions. Any cost related to obtaining this report is your responsibility.

Note: If you are a successful applicant, we will accept a Vulnerable Sector Check that was issued to you within the six months prior to your employment start date.

Student Assistant, Forestry

Rate: \$19.25 / hour (October 2020) - up to 35 hours / week

Under the guidance of the Project Manager – Forestry, you will assist with the care and maintenance of Haldimand County's urban forest and implementation of the Haldimand County Forest Strategy/Management Plan, including young tree planting, care and maintenance. The position also includes the collection of field data related to urban forest inventory, tree risk assessments, basal area plots and woodland assessment plots.

* To be considered for this position, you must be enrolled in a post-secondary program with preference for candidates that have completed a minimum of one year in Forestry related studies and returning to school on a full-time basis in September, 2021.

** If you are 18 years of age or older, a current Vulnerable Sector Check (OPP Form LE 220E or similar) is required to work in these positions. Any cost related to obtaining this report is your responsibility.

ROADS OPERATIONS DIVISION

Responsible for all road surfaces, roadside, curb and sidewalk maintenance such as:

- road surface maintenance – sidewalk inspection/repair, curb and gutter repairs, catch basin repairs/cleaning, hot mix patching, pothole repairs, dust control, granular resurfacing/grading
- roadside maintenance – weed control, grass cutting, debris/litter pick up, tree and brush trimming/removal, sidewalk maintenance, guide rail maintenance, retaining wall maintenance

Summer Maintenance, Roads Operations *(this position is suitable as a co-op placement)*

Rate: \$15.70 / hour (October 2020) up to 40 hours / week, Monday to Friday

This position will provide assistance to staff in the Roads Operations Division and will be required to work outdoors.

* To be considered, you must be enrolled in high school (at minimum) and returning to school on a full-time basis in September 2021, and you must be 16 years of age or older.

Student Assistant, Roads Operations *(this position is suitable as a co-op placement)*

Rate: \$19.25 / hour (October 2020) up to 40 hours / week, Monday to Friday

This position will provide assistance to staff in the Roads Operations Division and may be required to work outdoors from time to time. Projects/assignments will be related to your course of study and may involve a project coordination role.

* To be considered, you must be enrolled in a Community College or University course related to the work and you must be returning to school on a full-time basis in September 2021.

CONTINUED BELOW

WATER & WASTE WATER OPERATIONS DIVISION

Responsible for all Water Distribution, Wastewater Collection and Urban Stormwater Collection systems within the County in addition to the contract management of the County's Water and Wastewater Treatment Facilities including ensuring the compliance and adherence to all MOECC Regulations, Industry Standards and Best Practices.

- Water Distribution system operation, maintenance and repair – Bacti and Cl2 residual testing, valve operation, hydrant operation, system leak detection, locates, Reservoir and Booster station operations, Bulk Water Stations, Standpipe operation and maintenance, main and service repairs, water meter installation and district metering, water loss accountability, etc.
- Wastewater Collection system operation, maintenance and repair – Manhole inspection, main flushing and televising, plugged service clearing, locates, main and service lateral repairs/replacements, etc.
- Urban Stormwater Collection operation, maintenance and repair – Manhole inspection, main flushing and televising, locates, main repairs, etc.
- Water & Wastewater Treatment Facilities – Responsible for the contract management of all treatment facilities within the County, these include:
 - Nanticoke Potable Water Treatment Facility and Industrial Pump Station servicing Stelco and Imperial Oil with raw water for their process needs
 - Dunnville Water Treatment Facility
 - Standpipes
 - Elevated Water Tanks
 - Booster Stations and Transmission Mains
 - Caledonia, Cayuga, Dunnville and Hagersville Mechanical Wastewater Treatment Facilities
 - Jarvis and Lake Erie Industrial Park
 - Townsend and Oswego Park Sewage Lagoons
 - Sewage Pump Stations and Forcemains

Student Assistant, Water & Waste Water Operations

Rate: \$19.25 / hour (October 2020) up to 35 hours / week, Monday to Friday

Providing assistance to staff in the Water & Waste Water Operations Division and the Finance division, the incumbent will be responsible for:

- Financial tasks related to water and wastewater operations
- Review of customer database to ensure compliance to billing policies and current rates
- Monthly update of water and wastewater revenues analysis – including consumption and amounts (\$)
- Review of water and wastewater inventory entries
- Review of overdue accounts and transfer to property taxes

* To be considered, you must be enrolled in a Community College or University course related to the work and you must be returning to school on a full-time basis in September 2021.
