



JOB DESCRIPTION

Job Title: Transportation Student	Department: Transportation
Reports to: Director of Transportation	Wage Level: \$18.64 - \$22.60
Work Hours: 40 hours per week	

Job Summary: Reporting to the Director of Transportation the Transportation Student will assist with daily activities to ensure the continued and smooth operation of Municipal roads and sidewalks.

Key Duties/Responsibilities/Activities:

- Assist in the maintenance and repair of Municipal roadways, sidewalks and road allowances
 - Weed trimming within road allowance
 - Litter and debris pick up within the road allowance
 - Repair and replacement of damaged road signs
 - Pot hole patching
 - Ditching
- Involved in roadway and sidewalk construction projects, as well as environmental projects (sewage, water, storm sewers, drainage and waste management)
- Working in a Municipal setting:
 - Working as a team
 - Must be able to work independently and be a self motivator when required
 - Learn how to prioritize work
- Learn public relation and communication skills
- Learn basic technical skills required to perform the tasks, as well as working safely

Working Conditions:

- Considerable periods of standing and/or walking.
- May be subject to inclement weather and/or weather extremes during the discharge of responsibilities.

Education/Experience/Aptitudes:

- Currently enrolled in full-time studies; and returning to full-time studies in the following school term.
- Must possess and maintain a valid Class “G2” driver’s license.
- Must be able to perform job related duties which include lifting, carrying, pushing, and pulling heavy objects- up to 20 kgs.
- Able to perform constant standing, walking, bending, and crawling.
- Must demonstrate the ability to work without supervision.
- Must be observant and attentive to detail.
- Must be able to understand and adhere to the Occupational Health and Safety Act and Municipal Health and Safety policies and procedures.
- Must be highly motivated to work both independently and within a team environment.
- Must be courteous and tactful in dealing with staff and the public.

This job description is intended to summarize the responsibilities of the job and is not a comprehensive list of all duties to be performed.