

Job Class Profile: Labourer II**Pay Level: CG-19 Point Band: 292-315**

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	1	2	5	3	1	1	2	1	5	
Points	47	33	32	14	30	22	41	21	54	294

JOB SUMMARY

The Labourer II performs semi-skilled manual work in the operation of various types of tools, equipment and machinery used in highway, public works or related maintenance, survey and operations activities.

Key and Periodic Activities

- Acts as a flag person during road maintenance and construction projects; directs traffic.
- Patches road surfaces with cold patches and hot asphalt.
- Repairs road shoulders with gravel and asphalt.
- Erects guide rails, posts and road/information signage.
- Picks up and delivers parts and supplies.
- Installs cutting edges on snow equipment.
- Performs building and ground maintenance; picks up garbage.
- Positions the prism pole accurately to give precise readings.
- Labels shoulder/offset pegs with the proper station, distance from the centre line and the road grade and then places pegs in the proper position.
- Completes tare tickets for trucks including tare and load weight of materials.
- Performs stream surveys to determine the layout of the stream.
- Performs original cross sections to give the layout of the land before road construction starts and final cross sections to provide the final layout of the highway.
- Performs line cutting and centre line profiling.
- Sweeps intersections.
- Installs and repairs culverts.
- Performs line-dotting on roads for paint crews.
- Steams and cleans equipment.
- Repairs tire chains.
- Uses total station to assist Engineering Aides.
- Plots on graph paper to show highway layout.
- Cuts survey lines.

SKILL

Knowledge
<p>General and Specific Knowledge:</p> <ul style="list-style-type: none"> — Basic surveying techniques. — Operation and maintenance of a variety of equipment and tools. <p>Formal Education and/or Certification(s):</p> <ul style="list-style-type: none"> — Minimum: High School Diploma supplemented by completion of Flag Person course. Class V Driver's License required. <p>Years of Experience:</p> <ul style="list-style-type: none"> — Minimum: Up to one year of experience. <p>Competencies:</p> <ul style="list-style-type: none"> — Ability to read, understand and follow directions. — Ability to write straightforward text.
Interpersonal Skills
<ul style="list-style-type: none"> — A range of interpersonal skills are used to perform activities such as listening to specific directions regarding work tasks to be completed, asking questions when necessary, and gaining the cooperation of others to complete work tasks. — Communications occur with other labourers, engineering aides/technicians, contractors and equipment operators in the immediate work area as well as supervisors and managers regarding daily work tasks and assignments.

EFFORT

Physical Effort
<ul style="list-style-type: none"> — Work demands occasionally result in fatigue, requiring periods of rest. — Lifting and moving bags of cold patch (66 lbs) and highway signage, guide rails and posts weighing up to and beyond 50 lbs occurs occasionally. — Work requires standing for prolonged periods to direct traffic; to hold the prism pole and to use jackhammers and asphalt rollers as part of road maintenance and construction. Walking is required to perform basic surveying work and related field work (i.e. operating chainsaw to clear brush). Work activities may also require driving to deliver materials, climbing over terrain and working in awkward positions. — A variety of hand tools and machinery are used including jackhammers, asphalt rollers, picks and shovels, chainsaws and survey equipment which requires precision work and physical manipulation.
Concentration
<ul style="list-style-type: none"> — Visual concentration is required to be aware of the work environment for safety reasons and to perform surveying related duties, flag person work, road maintenance, to operate tools and machinery and to take various measurements. — Auditory concentration is required to listen to instructions from supervisors regarding daily work tasks and to communicate with other employees in noisy work environments (i.e. working

<p>around heavy equipment, outdoors).</p> <ul style="list-style-type: none"> — Other sensory demands such as touch is utilized in the operation of various equipment and tools; and smell is utilized to detect chemicals or gas and possible equipment malfunction (e.g. smoke). — Repetition requiring alertness is evident when performing flag person duties, pot-hole patching and guide rail repair. — Higher than normal levels of attentiveness or alertness for the health and safety of others is evident when performing flag person duties to ensure the safety of workers and the general public. In general, alertness for the health and safety of others is required when working on road construction projects due to the use of equipment, tools and heavy equipment vehicles. — Time pressures and deadlines exist when surveying as work must be completed before contractors begin and road construction/maintenance must be completed within established timeframes. Work performed outside is weather dependent. — Eye hand coordination is required to operate a variety of tools and equipment. — Exact results and precision is required to complete surveying related duties involving measurements; to determine signage placement and perform line-dotting and to ensure correct amounts of asphalt are used to fill pot-holes.
Complexity
<ul style="list-style-type: none"> — Work involves a series of tasks or activities that are similar/related in terms of skills and knowledge used and where the tasks are usually well defined. — Work involves standard manual labour tasks and activities related to public works and highway maintenance/construction. Daily tasks and activities are well-defined and are assigned and reviewed by a supervisor for adherence to instructions. — The most typical challenge would be ensuring that the task assigned is being performed in a safe and timely manner and in accordance with direction received. — Typical challenges or problems can be discussed with co-workers or supervisors. Safe work practices, Occupational Health and Safety guidelines, organizational policies and work orders are available to address typical challenges.

RESPONSIBILITY

Accountability and Decision-Making
<ul style="list-style-type: none"> — Work tasks and activities are generally monitored or prescribed as daily work is assigned by a supervisor and requires adherence to instructions. — Decisions without formal approval are generally not made regarding finances, information, material or human resources. — Supervisory approval would be required for any deviations from assigned work. — Typically works with co-workers to determine the most suitable approach to job tasks.
Impact
<ul style="list-style-type: none"> — Work tasks and activities have an impact on the immediate work area, department and on the general public. — Work activities impact information (e.g. survey related measurements); equipment in terms of repair or replacement and materials (e.g. asphalt), and road maintenance work impacts public

safety in terms of providing safe highways for transportation.

- Mistakes or errors could impact the immediate work area as work may have to be performed over again; may result in unsafe road conditions; wrong information provided to a contractor could lead to wrong grades or fill placed on the road, mistakes while performing flag person duties could endanger the general public and co-workers in the immediate area.
- Consequences of mistakes or errors are typically identified and resolved within a short period of time as work is closely supervised.

Development and Leadership of Others

- Does not have responsibility for the direct supervision of staff.
- Does not have any development and leadership responsibilities.

WORKING CONDITIONS

Environmental Working Conditions

- Special precautions and safety equipment are required. Personal safety equipment including hard hats, safety goggles and vests, steel toe boots, work gloves and harness may be required. During road maintenance/construction work, road signs are placed to advise motorists to adhere to certain safety precautions (i.e. reduced speed).
- Due to safety precautions and equipment, there is a limited likelihood of minor cuts, bruises, abrasions, minor illnesses, fractures or injuries resulting in partial or total disability.
- There is exposure to noise from heavy equipment; dirt and dust from construction sites; slippery conditions due to adverse weather conditions, and occasional exposure to odours, fumes, chemicals and temperature extremes.