

POSITION TITLE: Permanent Full-Time Municipal Operator – Level 3

REPORTS TO: Public Works Manager

POSITION SUMMARY:

The Town of Beaverlodge is seeking an experienced and safety-minded Municipal Operator Level 3 to join our Public Works team. This role has a direct impact on the Town's success, safety record, reputation, and bottom line by ensuring reliable operation of our roads, water and wastewater infrastructure, and municipal equipment.

We are looking for a heavy equipment operator with sewer and water experience, strong technical skills, and a proven record of client satisfaction, crew safety, and teamwork. The ideal candidate has at least 5 years of heavy equipment operating experience, including a minimum of 2 years on a backhoe.

Opportunity to Start as Labourer/Operator-in-Training: Candidates who possess a minimum Class 3 driver's license with air brake (Q) endorsement but do not yet meet the full heavy equipment or utility experience requirements are welcome to apply. Such candidates may start as a Labourer/Operator-in-Training at a lower starting rate, receive formal training, and progress in pay with demonstrated proficiency and certification.

KEY DUTIES & RESPONSIBILITIES:

Heavy Equipment & Utilities Operations

- Safely and efficiently operate heavy equipment (backhoe, track hoe, loader, grader, dump truck, excavator, jet rodder, vacuum truck, rubber tire loader, etc.) to excavate and backfill trenches, perform site grading, finish grading, load trucks, and work around utilities.
- Carry out construction, maintenance, and repair of water and wastewater mains, services, and valves, including sewer and water line installation, taps for new water service, and leak detection.
- Perform inspections and minor maintenance on all assigned equipment; ensure records of equipment use and road maintenance are accurate.

Project & Crew Support

- Lead by example in safety and quality; encourage positivity and actively discourage negativity.
- Support labourers, pipelayers, plumbers, and foremen on site; assist in project set-up, site clean-up, and materials removal.
- Help coordinate manpower, materials, and equipment to meet project timelines.
- Participate in and occasionally lead project "toolbox" safety meetings.

General Public Works

- Perform year-round maintenance including grading, sanding, and snow/ice control.
- Assist with grounds keeping and facility maintenance, using push mowers, trackless mowers, "weed eaters," and other equipment.

- Supervise summer staff or students as required, ensuring safe operations and compliance with occupational health and safety standards.

Qualifications & Experience

- Minimum 5 years of heavy equipment operation, including 2 years running a backhoe - Minimum Class 3 driver's license with air brake (Q) endorsement.
- Sewer and water infrastructure experience.
- Proven ability to operate dual plane laser level and perform ditching, sloping, and earthworks.
- Additional heavy equipment certifications (grader, loader, excavator) considered an asset.
- Mechanical aptitude for routine servicing and repairs.

Character Traits & Skills

- Self-disciplined, proactive, and willing to take responsibility.
- Respectful of colleagues, residents, and municipal equipment.
- Highly ethical with a commitment to quality workmanship and client satisfaction.
- Strong communication skills (verbal, written, and hand signals).
- Able to work independently and collaboratively under pressure while maintaining a positive, team-oriented attitude.

Working Conditions

- Full-time permanent position, 40-hour work week with potential on-call rotation for evenings, weekends, and emergency call-outs.
- Work is performed outdoors in varying weather conditions, with exposure to noise, vibration, chemicals, dust, and mechanical/electrical hazards.
- Physical demands include standing, walking, kneeling, crouching, squatting, climbing, and lifting 50–80 lbs.
- Must be available for overtime and emergency response.

Compensation & Training

- Starting wage will reflect experience and qualifications.
- Operator-in-Training/Labourer candidates will begin at a lower rate with progressive pay increases as skills and certifications are achieved.
- Comprehensive benefits package including health, dental, and pension.

Application Instructions

Interested candidates are invited to submit a cover letter and résumé outlining qualifications and relevant experience to:

Human Resources – Town of Beaverlodge
#400, 10 Street
PO Box 30
Beaverlodge, AB T0H 0C0
hr@beaverlodge.ca