

JOB PROFILE



Position Title:	Construction 1	Division:	Operations
Location:	Regina	Department:	Infrastructure
Date:	October 2014	Incumbent:	
Approved by:		Reviewed by:	

OVERALL ACCOUNTABILITY

Reporting to the Construction Supervisor, the Construction 1 position has the responsibility of performing minor renovations, maintenance and some new small construction to aid in Wascana Centre projects requiring carpentry-related skills.

SPECIFIC ACCOUNTABILITIES

1. Performs repairs, maintenance, renovations and some manufacturing:
 - Manufacture, maintain and install signs and related equipment.
 - Construct tables, benches, barricades, shelving, fences including sealing, staining, paint and finish coating.
 - Minor repairs for locks, filing cabinets, furniture, doors, etc.
 - Operate and perform basic maintenance and repairs on equipment and vehicles (e.g. check and change oil, grease, refuel, clean filters, sharpen blades, etc.)
2. Performs landscape construction and maintenance:
 - Seed, sod, plant, water, pack, grade, etc as directed
3. Maintain an inventory of supplies.
 - Monitor the use of supplies.
 - Order supplies when required.
4. Perform various hardscaping functions including manual leveling and grading, pathway construction, establish turf, and irrigation system installation / repair.
5. Participate in the snow removal program in the winter season (e.g. removing snow and ice from paths, around buildings; apply de-icer; assist with set-up of winter events; warning signs, etc.)

SKILL / KNOWLEDGE

1. Some construction/maintenance work experience in a home or farm setting. (Safe operation, maintenance, etc. is learned on the job.)
2. Demonstrated ability to perform outside manual labour
3. Must have knowledge of tools of trades, basic understanding of construction and carpentry
4. Ability to operate large equipment and small tools
5. Ability to follow directions

REPORTING RELATIONSHIPS *Please attach an organization chart if available.*

Reports to: Construction Supervisor
Direct Reports: none

DIMENSIONS

Little independent judgement is required as work is scheduled and well defined with specific instructions.

WORKING CONDITIONS

Physical Effort.

While performing the duties of this job, the employee is regularly required to stand; walk; and use hands to handle equipment. The employee must occasionally lift and/or move materials and equipment.

Physical Environment.

Work is conducted in minor disagreeable conditions encountered in typical, outdoor conditions

Sensory Attention.

Attention to detail and awareness of safety.

Mental Stress.

May have to deal with members of the public