



SLEMON PARK CORPORATION

POSITION DESCRIPTION

POSITION TITLE: Heavy Equipment Operator PM15

REPORTING TO: Property Manager

Date of Preparation/Revision: September 2022

POSITION SUMMARY:

This position encompasses all aspects of grounds maintenance work, including snow removal, grass cutting, landscaping, and servicing/repairing equipment.

PRINCIPAL RESPONSIBILITIES AND ACCOUNTABILITY:

- Spread topsoil, lay sod, plant flowers, grass, shrubs, and trees and perform other duties to assist with the construction of a landscape and related structures.
- Cut grass, rake, aerate, dethatch, fertilize, and water lawns, weed gardens, prune shrubs and trees, and perform other maintenance duties as directed by supervisor.
- Maintain lawns and grass along roadsides.
- Operate and maintain heavy equipment such as lawn tractors, lawn mowers, augers, tractors, sweeper, loaders, dump trucks, cube vans, snow ploughs, snow blowers and hand blowers.
- Operate and maintain heavy snow equipment such as snow ploughs, snow blowers, and
- Spray and dust trees, shrubs, lawns, and gardens, as directed, to control insects and disease.
- Snow removal from parking lots, and door entrances of all commercial buildings.
- Salt parking lots, walkways, and door entrances of all commercial buildings.
- Shovel snow from walkways and furnace oil fill pipes from residential houses that are not occupied and from all furnished residential houses.

Policy Reference	Responsible Department	Responsible Manager	Effective Date	Approval Date	Approval Authority
Job Descriptions	Finance & Administration	HR, Quality & Safety Manager			President



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- Perform other manual duties to clean and maintain landscaped environments and parking lots.

SUPERVISORY RESPONSIBILITY:

None.

POSITION SPECIFICATIONS:

Education and Training:

Pesticide use certificate
Valid Driver’s License

Experience:

*Experience operating heavy equipment
Experience repairing and servicing vehicles*

Skills and Knowledge:

*Good interpersonal communication skills
Good organizational skills*

WORKING CONDITIONS:

Scheduled working hours:

This is a full-time position working 40 hours per week. Dependent on weather circumstances, evening and weekend work may be required as needed.

Personal Attributes:

Continual walking, standing, climbing, stooping, bending, kneeling, reaching, and heavy lifting and carrying. Work in tiring and uncomfortable positions around gas lines, fumes, toxic chemicals, outside and inside. Exposure to extreme temperatures.

Compensation:

Hourly - \$18.75 - \$ 20.40 per hour

Vacation – Starting at two weeks per year.

Benefits – Long-term disability, health, dental, life insurance, and pension

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