

HEAVY EQUIPMENT OPERATOR / TRUCK DRIVER

EXEMPT OR UNION: Union**DEPARTMENT:** Infrastructure Services**SALARY LEVEL:** Band 11 (Under Review)**DIVISION:** Solid Waste Services**LOCATION:** Outside**SUPERVISOR:** Solid Waste Operations Superintendent**APPROVED BY:** Manager, Solid Waste Services**UPDATED:** September 2026*Replaces: New**Previous Version: New*

SUMMARY: Under the general direction of the Solid Waste Operations Superintendent, the Heavy Equipment Operator / Truck Driver performs directed and undirected manual and machine-assisted work necessary to the effective operation of both the Sechelt Landfill and the Pender Harbour Transfer Station. Work is performed to ensure that service delivery meets the expectations of internal and external customers, in accordance with the appropriate regulatory and licence requirements.

KEY RESPONSIBILITIES *include:*

1. Operates and perform routine maintenance and cleaning on SCRD equipment as required, including but not limited to excavator and container/bin truck.
2. Operates excavator to load materials, including but not limited to yard waste and wood stockpiles; load and compact scrap metal; and load and compact municipal solid waste (MSW) for hauling off-site to the Sechelt Landfill (SLF).
3. Operates container/bin truck to haul garbage bins from the PHTS to the SLF or other materials and locations as needed.
4. Operates all equipment in a safe, smooth and efficient manner to minimize wear and erosion of site roads, pads, and tipping areas.
5. Performs general yard clean-up and maintain site, including tipping areas, stockpiles and operational spaces.
6. Screens in-coming loads of MSW and monitors recyclable material stockpiles to identify restricted or prohibited items, and to aid enforcement of SCRD bylaws.
7. Maintains site roads and ensure the Transfer Station remains clean, safe, and accessible to the public, including debris removal, pothole repair, snow and ice clearing, and managing spills and airborne waste.
8. Supports the maintenance of safe and reliable access and egress to SCRD landfill sites, including ensuring access is maintained during winter conditions.
9. Follows and promotes compliance with all organizational policies, Occupation Health and Safety procedures, WorkSafeBC requirements and other regulatory requirements.
10. Reviews, adheres to, and supports safe work procedures while actively promoting a safe work environment.
11. Reports safety concerns, damage to assets and incidents to the Superintendent.
12. Performs other related duties, as required.

TYPICAL ACTIVITIES *include:*

1. Loads and compacts waste containers, cleans dumping and tipping areas, tarps garbage containers to reduce vector issues, and transports outbound containers to applicable site.
2. Removes debris from site access roads and surrounding areas, and repairs potholes and washouts on site roads.
3. Moves and organizes materials such as mattresses, tires, appliances for ODS removal, and propane cylinders in designated areas.
4. Conducts pre-start inspections and paperwork to ensure equipment is in safe operating condition.
5. Cleans, refuels and inspects equipment at the end of each shift, including checking oil levels and identifying leaks or damages, record findings on pre/post trip forms.
6. Reports damaged or faulty equipment to Fleet and the Superintendent.
7. Deploys and remove covers on commercial MSW bin or others as required.
8. Removes litter and debris from site fencing and perimeter areas.
9. Maintains the commercial tipping pad by removing materials and placing them in the appropriate containers and sweeping any debris that cannot be managed by the excavator.
10. Documents restricted/prohibited items and SCRD bylaw non-compliance, while providing customers with information and support on applicable requirements. Performs site maintenance, including fence repairs, vegetation control, and ditch cleaning
11. Acts as relief Scale Attendant or Site Attendant as required to ensure the safe, efficient and effective operation of the transfer site.

QUALIFICATIONS, EDUCATION AND EXPERIENCE

- Completion of grade 12 or equivalent.
- Valid Class 3 driver's licence with air brake endorsement.
- Minimum two (2) years of experience operating excavators in transfer station, landfill, waste management, construction, or other related operations.
- Heavy Equipment Operator Certificate, from Vancouver Island University, or equivalency from a recognized institution.
- Valid certification or documented operator training for forklift and telehandler operation
- OFA Level I First Aid certificate.
- Excavator Operator Safety Training certificate from a qualified instructor, would be considered an asset.
- Preference may be given to candidates with experience providing training in the operation of commercial vehicles and heavy equipment.

OTHER SKILLS/KNOWLEDGE/INFORMATION

- Knowledge of applicable WorkSafeBC requirements.
- Clear Driving Abstract.
- Physically fit and mobile, able to lift up to 50 lbs, able to conduct manual labour, can work outside in variable conditions.
- The incumbent is expected to support corporate sustainability and workplace safety objectives.