



**Job Title:**

**Public Works – Road Attendant**

**Division:**

Public Works

**Reports to:**

Roads Superintendent

**Last Revision:**

2025

## **Job Statement**

The Public Work - Road Attendant assists with the daily operations of the Public Works Department.

## **Essential Functions**

1. Assist Public Works staff with road related work, including cold patching.
2. Trimming of brush and grass from township roads and properties.
3. Debris and litter collection.
4. Assist Public Works staff with installation and roadway signage.
5. Assists with other Public Works duties as assigned, including landfill operations.
6. Demonstrates ability to exercise good judgement and initiative when performing and carrying out responsibilities.
7. Undertakes various tasks using equipment and vehicles according to work assignment and priorities.
8. Performs the responsibilities of the position within the standards set out in applicable legislation and consistent with the operational policies of the Township of Whitewater Region.
9. Protects own health and health of others by adopting safe work practices, reporting unsafe conditions immediately, and ensuring overall compliance with the Township's health and safety program. Follows all guidelines and requirements for employees and employers as legislated under the *Ontario Occupational Health and Safety Act*.
10. Assists with other maintenance work as assigned.

## **Job Specifications**

1. Actively enrolled in a Degree or Diploma program at a University or College.
2. Ability to perform physical labour including lifting, pulling, raking, and shoveling.
3. Strong interpersonal skills as well as the ability to work independently.
4. Ability to deal with the public in a calm, professional manner is essential.
5. Must possess a valid Ontario driver's licence

**The foregoing description reflects the general duties necessary to describe the principal functions of the job identified and shall not be construed to be all the work requirements that may be inherent in this classification.**

