



The Corporation of the Town of Petrolia
is seeking a

**OPERATOR – TERM POSITION
(Temporary, Full Time)**

Reporting to the Lead Works Foreman and the Director of Operations, the Public Works Operator supports the Public Works Department in areas of infrastructure, road maintenance, snow removal, cemetery operations, and general operations maintenance. The Public Works Operator is responsible for the safe operation of equipment including, but not limited to, backhoe, plow truck, and lawnmower.

Location	Public Works
Employee Group	Union
Term	September 8, 2025 – March 8, 2026
Status	Full Time – 40 hrs per week
Wage	\$29.18 per hour

Key Responsibilities:

- Responsible for the safe operation of Public Works equipment.
- Repair, replace and install road signs.
- Operate backhoe.
- Operate snowplow during snow events.
- Maintain equipment, vehicles, and tools in safe operating condition by following acceptable maintenance and servicing schedules.
- Assist with maintenance projects, including water main and sanitary sewer, as required.
- Maintain roads and pavement. Apply cold patching to fill holes in pavement and hot patching for the treatment of cracks and holes.
- Clear brush and trees.
- Perform grass and weed maintenance.
- Collect and remove garbage from roads and adjacent areas.
- Respond to concerns from the public. Forward concerns to the Public Works Foreman or Director of Operations, if appropriate.
- Apply safety precautions and procedures in the performance of duties in accordance with the Occupational Health and Safety Act and policies of the Town of Petrolia.
- Participate in rotating On-Call responsibilities.
- Performs other duties as assigned.

Skills and Requirements:

- Valid “DZ” Driver’s Licence (requirement).
- Snowplow operation experience (requirement).
- Backhoe operation experience (requirement).
- Abide and maintain clean and safe working conditions as per the regulations of the Ministry of Health, Ministry of Labour, and the Occupational Health and Safety Act.
- Capacity to work independently, self-motivated and as a team.
- Ability to work in a variety of weather conditions.
- Properly operate motorized equipment.
- Ability to problem solve and adapt for potential challenges and obstacles.
- Excellent communication and public relations skills.
- Basic computer skills (Microsoft Word, email, internet etc.)

Full Job Description can be requested from Jess Smith at 411 Greenfield Street
Resumes to be submitted in confidence no later than **12 noon on Wednesday August 27, 2025.**
Resumes clearly marked “Public Works Operator - Term” to be directed to:
Town of Petrolia - 411 Greenfield Street
Petrolia, Ontario N0N 1R0
or electronically to: jsmith@petrolia.ca

We appreciate the interest of all those who respond; however, only those selected for an interview will be contacted. Information obtained through this posting is collected for candidate selection only and is protected by the Municipal Freedom of Information Act. The Town of Petrolia is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. We will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process. Please advise the Clerks Department to ensure your accessibility needs are accommodated throughout this process.