

VOLKER STEVIN POSITION PROFILE

Position:	Highway Maintenance Worker/Operator	Status:	Full Time - Hourly
Company:	Volker Stevin Highways Ltd.	Location:	Alberta
Division:	Operations	Supervisor:	Foreman

Is this a Safety Sensitive position?	Yes
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Volker Stevin Canada and its subsidiaries across **Western Canada** are dedicated to providing the highest level of quality services in the areas of: construction, project management, highway maintenance, civil works and bridge construction, maintenance and rehabilitation expertise, and asphalt/aggregate plants and pits.

In anticipation of our client’s needs, we strive to build and maintain long term relationships based on safety, quality, value, trust, and timely service. In addition to upholding professionalism, integrity, honesty, and fairness in our relationships with our clients, professional associates, subcontractors, and suppliers we ensure the longevity of the Company while sustaining growth and profitability.

Holding a moral obligation to a safe, environmentally responsible work environment we model safety excellence as our way of life – where individual professional growth is the foundation for company growth. Our culture of building and maintaining successful partnerships instills confidence in achieving both employee and client goals.

Position Rationale

This position is skilled in safely operating a variety of heavy equipment used in highway maintenance work. A Highway Maintenance Worker/Operator is responsible for highway maintenance, maintenance and operation of equipment and will perform labor intensive duties as required ensuring that the Highway Maintenance Program is delivered according to contract specifications.

Position Accountabilities

Leadership:

Team Alignment:

- Actively seek increased responsibilities and take initiative.
- Demonstrate ability to adapt and deal with issues as they arise.
- Show enthusiasm for work, generate innovative ideas, and engage others.
- Build effective working relationships with others.

- Demonstrate accountability for actions by admitting mistakes, communicating both good and bad news, and being honest and straightforward.
- Communicate well, share information and ideas, and listen well to others.

Work Manage:

- Demonstrate personal commitment to servicing and maintaining company equipment.
- Understand and comply with basic labor laws, applicable specifications, and organizational polices.

Quality Influence:

- Encourage others to achieve a high quality of service and lead by example.
- Understand and apply company performance standards, Quality Assurance / Quality Control (QA/QC) requirements for all highway maintenance activities.

Alignment to Volker Stevin Strategies:

- Embody Volker Stevin values, including contributing to the culture of safety excellence.
- Model and promote our company goals and values while undertaking work for the company.

Highway Maintenance:

Emergency Duties:

- Ensure appropriate signage and other appropriate traffic control devices are in place.
- Respond as required to emergency situations: weather related, wildlife, accidents etc. as defined in Operations Excellence Training Modules (OETM), contract provisions, and relevant Alberta Transportation Specifications.

Operating and Labor:

- Operate equipment and perform labor intensive duties for snow and ice control, roadside maintenance, road surface maintenance, traffic control maintenance, bridge maintenance and highway maintenance.
- Inspect, maintain, and operate equipment to company standards and promptly report all potential problems and defects.
- Ensure vehicles, equipment, facilities, yard, and keys are always secured as per company standards and policy.
- Possess stamina to perform and sustain physical labor including standing/walking/climbing, and strength to lift and maneuver materials and equipment weighing up to 100 lbs. with proper equipment.
- Reside within 30 kilometers of assigned shop.
- Work regularly scheduled hours including shift work and on-call duties as per company policy.
- Ensure maintenance facilities are well maintained and properly stocked with maintenance supplies and equipment supplies.

Job Management:

Hazard Assessment:

- Complete hazard assessments as required (i.e., pre-job, ongoing, when moving location and as hazards change).

Job Management:

- Demonstrate versatility in operating, understanding and willingness to learn how to properly operate various pieces of heavy equipment.
- Complete all required documentation such as fuel logs, schedule forms, road reports, highway maintenance records, equipment repair requests, safety and environmental documentation as related to specific jobs, etc.
- Understand the role and requirements for each task assigned to.
- Understand the value this role has for keeping Alberta roads a safer place to travel on.

Environment:

- Understand and comply with the Environmental Management Plan (EMP) standards for assigned base maintenance facility and other facilities as needed.
- Ensure that all operations are conducted in an environmentally compliant manner adhering to company environmental and safety policies as well as OH&S (Occupational Health & Safety) regulations.
- Ensure safe transportation of hazardous materials applicable to their job.

Customer Service:

- Project a professional image in dealing with the public, internal and external clients, suppliers, and subcontractors.
- Demonstrate a “can do,” problem solving approach to all inquiries and concerns.
- Know when to escalate an issue for immediate response.

Working Environment / Conditions:

Within a nature of 24/7 operation, the following work conditions are potentially needed to be considered:

Winter Conditions:

- Long hours and days of continuous service.
- Significant shift work, on-call, and night shift work required.
- Poor visibility when plowing.
- Plan and schedule working shifts and call-ins.
- Work will be performed outdoors in various weather conditions, e.g., extreme cold; ensure preparedness with proper clothing and Personal Protective Equipment.
- Deal with traffic on poor road conditions.
- Dealing with accidents/emergencies on highways.

Summer Conditions:

- Long hours working on highways.
- Significant shift work, on-call, and night shift work required.
- Work will be performed outdoors in various weather conditions, e.g., extreme heat conditions, windy and rainy conditions; ensure preparedness with proper fluids for hydration, clothing, Personal Protective Equipment.
- Dealing with high traffic volumes in work zones.

Safety:

- Actively engage in Volker Stevin Canada’s culture Safety Excellence.
- Engage others on an ongoing basis regarding safety activities and successes.
- Remain visibly committed to the safety excellence way of life by:
 - Participating in all relevant safety training.
 - Displaying behaviours that support a culture of Safety Excellence.
 - Supporting Respectful Workplace environment.
 - Ensuring Safety Meetings are held, reviewing safety minutes and concerns, and ensuring concerns are actioned and corrected promptly.



Safety Processes:

- Ensure all work operations are conducted in a safe and responsible manner and duties are carried out as per Alberta OH&S Regulations and Safety Management Guide.
- Initiate corrective action when safe work procedures are not followed.
- Ensure all required safety training is up to date.

Personal Protective Equipment Standards:

- Review all safety policies.

Position Requirements

Qualifications & Experience:

- Valid Class 1 (preferred) or Class 3 driver’s license with air endorsement.
- Clean and valid driver’s abstract.
- Experience in snowplow operation - minimum 50 hours behind the wheel.
- Experience and aptitude for operation and minor maintenance of light, medium, and heavy equipment.
- Ability to perform physically demanding tasks.
- Valid Standard First Aid Certificate (preferred).