



Full Time Seasonal Equipment Operator 1 - Scraper

Vulcan County is currently accepting applications for the Scraper Operator position. This is a full-time seasonal position. This position has the designation of Equipment Operator Level 1. This is a team-oriented position, but the applicant will occasionally have to work alone, unsupervised. The right applicant will receive all applicable training for this position at the discretion of their supervisor. This position reports directly to the Road Construction Foreman.

Position start date is March 9th, 2026, and will end on November 6th, 2025

Duties will include, but are not limited to, the operation of a Caterpillar 627G Motor Scraper.

Requirements:

- Must be able to lift a minimum of 50 pounds
- Must be able to work in all weather conditions
- Must be able to work unsupervised and alone
- Must be mechanically inclined
- Must provide a 5-year commercial driver's abstract with no more than 7 demerits
- Previous equipment experience is an asset but not necessary

We welcome applications from all interested individuals; however, only those selected for an interview will be contacted.

Closing date for this position is February 13th, 2026, at 4:30 PM

Forward your resume to:
Mike Kiemele, Director of Operations
Vulcan County, Box 180, Vulcan, Alberta T0L 2B0
Email: mike.kiemele@vulcancounty.ab.ca



JOB DESCRIPTION EQUIPMENT OPERATOR I

SUPERVISOR: Road Construction Foreman
Or
Road Maintenance Foreman

Approved: June 26, 2023

1. Purpose of Position

- 1.1. The Equipment Operator I will be required to perform tasks involving physical labour and will be required to operate a variety of hand and power tools. Must be capable of operating a variety of equipment in a safe and appropriate manner. Equipment may include ½ ton, ¾ ton, 1 ton and 3-ton trucks, picker trucks, tractors; various hand tools and equipment and other pieces of equipment. He or she must always perform circle checks of equipment and clean, maintain and secure all equipment as directed by legislation, policies, and procedures. Due to the hazards associated with operating equipment, this position places special prohibitions on working while under the influence of drugs, alcohol or prescribed medications and the use of handheld devices such as cellular phones, etc.

2. Organization Structure

This position:

- 2.1. Reports to the Road Construction Foreman or the Road Maintenance Foreman.
- 2.2. This position may be full time or seasonal.

3. Program Responsibilities

This position (not listed by priority):

- 3.1. Check equipment using appropriate procedures before operating them to ensure that mechanical, safety and emergency equipment is in good working order;
- 3.2. Check all fluid levels on equipment and maintain recommended levels. This is to be done daily at the start of every shift;
- 3.3. Grease machine daily as per manufacturer's maintenance guidelines;
- 3.4. Check gauges frequently when operating equipment;
- 3.5. Monitor mileage and/or hours for oil changes and major services;
- 3.6. Control traffic passing near, in and around work zones;
- 3.7. Dig ditches or trenches, backfill excavations, compact and level earth to grade specifications, using appropriate tools;
- 3.8. Load and unload materials, machinery, and tools.

- 3.9. Fill out Repair Requests for all repairs and oil changes and hand them in to your Supervisor;
- 3.10. Clean windows and interior of cab daily at the end of shift;
- 3.11. Fuel equipment daily at the end of the shift;
- 3.12. Assist with bridge and culvert repairs and installation as requested;
- 3.13. Perform winter works, which may include various forms of snow removal, operation of chainsaws, etc.
- 3.14. Accepts *special duties* and other tasks as assigned. *

** Each incumbent may have special skills and talents. Any **Special Duties** shall be detailed at the end of this document.*

4. General Duties and Responsibilities

- 4.1. Ensure that the Occupational Health and Safety program of the County is adhered to, and that all personal protective equipment (PPE) issued is in good repair and utilized as intended;
- 4.2. All employees are expected to follow all current policies and bylaws as set by Vulcan County Council; it is the responsibility of the Employee to ensure they have knowledge of the policies and bylaws of Vulcan County.
- 4.3. In the event of a municipal emergency or the declaration of a state of emergency this position shall be considered as a resource which may be called upon by the Director of Emergency Management (DEM)

5. General Qualifications

The candidate should have:

- 5.1. High school education or equivalent;
- 5.2. Experience in road construction or road maintenance;
- 5.3. Ability to learn and adapt to changing conditions.
- 5.4. Ability to perform physical labour for prolonged periods.
- 5.5. Willingness to take all training courses that apply to this position.

6. Required Qualifications:

The candidate must have:

- 6.1. Knowledge of General County Operations;
- 6.2. An ability to maintain professional and personal confidences;

- 6.3. An ability to deal courteously and effectively with co-workers, members of the public, and maintain confidentiality with sensitive information and issues;
- 6.4. Valid Alberta Class Five (5) driver's license and drivers abstract with no more than seven (7) demerits at the time of appointment and throughout employment in this position, Class 3 with a Q endorsement is preferred;

7. Special Duties

7.1. _____

7.2. _____

APPROVAL



Chief Administrative Officer

June 26, 2023

Date