

Blackfalds is one of Canada's youngest growing communities, with a population of 11,415

Ideally situated in Central Alberta, midway between Alberta's two largest urban centres, Blackfalds retains the feel and security of a small town while being only a short drive from urban amenities, including post-secondary education, regional-scale shopping outlets, and entertainment.

Outstanding recreational opportunities, a robust and diversified economy and affordable land and housing are among the factors contributing to our thriving, successful, and dynamic community.

If you are looking to be a part of a hardworking and fun-loving team in our community, please learn more about the Town of Blackfalds at www.blackfalds.ca

Public Works Operator I (11-Month Term)

The Town of Blackfalds is seeking a motivated and safety-conscious individual to join our Public Works team as a **Public Works Operator I**. This role is ideal for an experienced operator who enjoys a blend of hands-on labour, equipment operation, and contributing to essential municipal services that keep our community running smoothly.

Position Summary

Reporting to the Public Works Foremen, the Public Works Operator I is an entry-level experienced position that performs a wide range of general labour and operational duties. The role supports the maintenance and repair of municipal infrastructure, including roads, sidewalks, water distribution, wastewater collection, and stormwater systems. The position involves the operation of light to heavy-duty fleet vehicles, mechanized tools, and equipment in a variety of indoor and outdoor environments.

Key Responsibilities

- Assist in the repair and maintenance of Town infrastructure assets, including:
 - Roadways, sidewalks, curbs and gutters
 - Water mains, valves, and fire hydrants
 - Sanitary sewer and stormwater systems
- Perform roadway and sidewalk maintenance such as asphalt patching, crack sealing, and concrete work.
- Assist with servicing and maintenance of fleet equipment and fire hydrants according to established schedules.
- Operate light to heavy-duty equipment in accordance with the Town's Equipment Operator Training Policy and Procedures.
- Paint traffic markings, including parking lines, crosswalks, and curbs.
- Install and repair street signage as required.
- Support solid waste operations and maintenance activities.
- Review, respond to, and close service requests and work orders using the Town's work order system.
- Perform minor repairs and preventative maintenance on tools and equipment; assist with fleet maintenance as needed.
- Maintain the cleanliness and appearance of municipal equipment, vehicles, and Public Works facilities.
- Work safely in confined spaces such as manholes and wet wells, where exposure to odours and gases (e.g., methane and hydrogen sulphide) may occur.

- Complete Field Level Hazard Assessments and follow all applicable safety procedures.

Required Knowledge, Skills, and Abilities

- Knowledge of maintenance and repair practices related to municipal roads, water, wastewater, and stormwater infrastructure.
- Understanding of safe work practices and Occupational Health & Safety requirements.
- Ability to perform heavy physical labour in all weather conditions.
- Strong communication skills with the ability to interact professionally with co-workers and the public.
- Comfortable working independently and as part of a team.
- Basic computer skills, including email, word processing, timesheets, and work order systems.

Education and Experience

- High school diploma or equivalent.
- Minimum of two (2) years of experience in municipal public works operations.
- Knowledge of the Occupational Health & Safety Act, Code, and Regulations as they relate to municipal operations.
- Willingness and ability to obtain required safety and operational certifications.

Additional Requirements

- Minimum 18 years of age.
- Valid **Class 3 Driver's Licence with Q Endorsement**, including a current Driver's Abstract.
- RCMP Criminal Record Check.
- Current or willingness to obtain:
 - Standard First Aid/CPR
 - WHMIS 2023
 - Confined Space certification

Physical Demands & Work Environment

- Work is performed indoors and outdoors, including exposure to extreme weather conditions.
- Medium to heavy physical demands, including lifting up to approximately **60 pounds**.
- Requires standing, walking, climbing, working from heights, stooping, kneeling, and crouching.
- Daily interaction with internal staff and regular contact with contractors, suppliers, and members of the public.

Term of Employment

This is a **full-time 11-month term position**.

Hours of Work & Compensation

- **Full-time, 80 hours bi-weekly**
- **Wage:** \$30.79 to \$34.53 per hour in accordance with the CUPE Local 417 Collective Agreement (2025–2027).
- This position is covered under the **CUPE Collective Agreement**, and all terms and conditions of employment will be governed accordingly.

The Town of Blackfalds is an **equal opportunity employer** and encourages interested individuals to submit their application online through our applicant tracking system.

Pre-employment requirements include:

- Criminal Record Check
- Valid Driver's Licence with a satisfactory Driver's Abstract

Please submit your application **online via our applicant tracking system** by **April 24, 2026, at 4:30 p.m.**

The Town of Blackfalds thanks all applicants for their interest; however, only those selected for an interview will be contacted.

Town of Blackfalds, Box 220, 5018 Waghorn St, Blackfalds AB, T0M 0J0
Attention: Human Resources P. 403.885-4677 (ext.6366)
Email: hr@blackfalds.ca **website:** www.blackfalds.ca Fax: 403.885.6243
