



## **JOB DESCRIPTION**

### **EQUIPMENT OPERATOR**

#### **Bargaining Unit Position**

#### FUNCTION

Reporting to the Shift Coordinator or Lead Hand, the Operator's responsibility is to participate in a team environment and undertake the tasks associated with the operations department including equipment operating, troubleshooting, site and equipment clean-up.

#### RESPONSIBILITIES

As an equipment operator you will:

1. Operate heavy equipment in compliance with the company's operating safety policies and procedures which includes Stacker / Reclaimers, Dumper, Ship Loaders and Locomotives.
2. Secondary pieces of equipment will include Dozer, Excavator, Dump truck, Grader, Bobcat, compactor and Water Truck which training will be provided to Trigon's safe standards.
3. In order to maintain optimal performance of equipment, part of the Operators roll will also include site clean-up and the washing of the Stacker / Reclaimers, Dumper, Ship Loaders, yard belts and transfer tower coal chutes.
4. Ensure company equipment is kept clean and work site is maintained in a safe manner.
5. Complete required paperwork, reporting and other documentation which includes proper records and safety checks are maintained.
6. Complete training courses as specified in the operations profile or other training identified by the Company that are required.
7. Assist in the training of other operators, apprentices and site personnel based on your skills and abilities.
8. Respond to health, safety, quality and or environmental hazards by

- correcting them immediately if possible, or by advising the appropriate site personnel of these hazards.
9. Support and ensure adherence to the Health, Safety, Environment and Quality procedures as outlined in the Trigon Business System (TBS) manual.
  10. Bring concerns regarding health, safety, quality or environment to the attention of the Shift Coordinator.
  11. Follow established procedures and operate all equipment and vehicles in accordance with appropriate regulations.
  12. Respond to the needs of other team members regarding site operation of heavy equipment.
  13. Identify operational problems and within your scope of training and experience, systematically isolate and correct these problems.
  14. Assist the Shift Coordinator and Lead Hand in meeting company and team goals and objectives.
  15. Maintain a clean, safe work environment and must report all incidents/accidents to the Shift Coordinator.
  16. Be a proactive self-starter with a positive attitude and have the ability to work effectively with minimal or no supervision.

## **HIRING CRITERIA**

### **Education and Knowledge:**

1. A minimum grade 12.
2. Some experience as a heavy equipment operator (dozer and or excavator, front end loader).
3. Valid BC Class 3 drivers license with air endorsement.
4. Minimum requirement a valid class 5 driver's license.
5. Equipment operator training through a recognized training school would be an asset.

### **Experience**

1. Excellent health, safety, quality and environmental record.
2. Experience working in a team environment.
3. Experience using personal computers in a Microsoft Windows environment.

### **Skills:**

1. Good communication skills, both verbal and written.

2. Good interpersonal skills and a demonstrated ability to work in a team environment.
3. Good eye-hand co-ordination and depth perception.

### **RELATIONSHIPS AND ACCOUNTABILITY**

1. Accountable to the Shift Coordinator and the Operations team members.
2. Solves interpersonal problems at the lowest possible level.
3. Must be courteous and polite when dealing with other team members.
4. Willing to learn new processes and procedures.
5. Must protect the health and safety of self and other team members.
6. Must follow CN operating rules and protocol when in control of CN equipment and assets.

### **STANDARDS AND EXPECTATIONS FOR PERFORMANCE**

1. Must strive for high quality work, carried out in a timely manner.
2. Willingness to learn and train on equipment.
3. Ability to work safely and follow the health, safety, quality and environmental procedures.
4. Must be able to work, day and night shift as set out by current schedule.
5. Must be able and comfortable to work and operate equipment at extreme heights.
6. Must maintain good physical condition and capability of completing all tasks which require the ability to lift heavy objects.

Approved: \_\_\_\_\_  
Operations Manager

Date: \_\_\_\_\_