



EXTERNAL JOB POSTING PR-24-08
Parks & Recreation Department
Park Maintenance, Various Wards

Date Posted: May 14, 2024

Job Type: Student/Seasonal

Current Job Description Applies CUPE LOCAL 3045

Rate of Pay: Minimum Wage

GENERAL

The Municipality of Greenstone is seeking student applications for Park Maintenance positions in Greenstone to provide labour support to the Maintenance Operators and/or Working Foreman. Various positions based in Longlac, Geraldton and Beardmore.

ELIGIBILITY

- Applicants must be 14 years of age at the start of employment.
- Applicants must be currently attending school full-time.
- Applicants must be students returning to school for the Fall Semester of 2024.
- Applicants must be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment.
- Applicants must have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

REPORTING RELATIONSHIP

- Reports to the designated municipal employee who is directly supervising at any time.

DUTIES AND RESPONSIBILITIES

- Performs a wide variety of primarily manual labour duties, involving the operation of light power equipment in the maintenance of municipal facilities and property.
- Conduct maintenance of grounds, buildings, equipment and use of machinery, equipment, and tools.
- Perform a variety of cleaning, janitorial, painting, grass cutting & raking, shoveling, planting, weeding, pruning and garbage pickup and disposal activities.
- Erect and dismantle event tents, stages, tables, chairs, and other equipment.
- Bending, pushing, twisting, pulling, and lifting motions during the performance of certain activities.
- Participate in and complete all required classroom, online and on the job training.
- Professional, courteous, and respectful conduct to all members of the public.
- Dress in appropriate clothing based on the activity, work, and weather conditions.
- Adhere to the duties of a worker outlined in the OHS, Municipal Health & Safety Policy Manual, and relevant municipal policies and procedures.
- Other duties as assigned.

Only those selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected, and will only be used for the purposes of candidate selection. The Municipality of Greenstone is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.





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WORKING CONDITIONS AND HOURS OF WORK

- Be available to work up to 40 hours a week in July and August, which may include flexible hours including evenings and weekends.
- Work planning and scheduling will be based on work demand, special events, weather, and other deciding factors.
- Exposure to all types of weather conditions, insects, wild and domestic animals, as well as close proximity to equipment noises and fumes. Work is primarily conducted in public settings.

SAFETY

- CSA Grade 1 safety footwear with ankle support is mandatory for all activities (boot allowance provided)
- Personal Protective Equipment (PPE) (e.g. reflective clothing, hearing, eye, hand and head protection) is required to be worn during certain activities.
- All safety equipment is supplied by the Municipality.

Applicants must apply in writing by no later than 4:30 p.m. on May 29, 2024 to:

Brent Henley, Manager of Parks & Recreation
Municipality of Greenstone Administration Office
PO Box 70, 1800 Main Street
Geraldton ON POT 1M0

Email: brent.henley@greenstone.ca
Fax: (807) 854-1947

