



The Corporation of the Municipality of West Nipissing

SUMMER EMPLOYMENT

DATE: February 20, 2025

POSITION:	Grounds Maintenance Worker
DEPARTMENT:	Community Services
REPORTING TO:	Maintenance Foreman
HOURS OF WORK:	35 hours per week (shift work)
SALARY:	\$17.20 per hour

The Grounds Maintenance Worker’s primary responsibilities include performing general maintenance duties, assisting with construction and landscaping projects, as well as ensuring the cleanliness and good functioning of the Municipal park grounds and buildings.

GENERAL DUTIES:

- Performing general maintenance, cleanup, and safety checks associated with various Municipal property and facilities.
- Operate light vehicles, push mowers, small grass cutting/hedge trimming machinery, and other specialized seasonal maintenance equipment.
- Provide general information to the public and assisting with their concerns when possible.
- Assists with minor construction and landscape projects.
- Move supplies, picnic tables and park equipment as directed.
- Clean washrooms, showers and other public use areas.
- Collect and dispose of garbage and litter as directed.
- Assist with setup, teardown and the operation of special events and functions.
- Preparing seasonal operations as directed (i.e. clearing trails, cleaning equipment, trail and park signage, and setting up sports fields).
- Perform other related duties as assigned by the Maintenance Foreman.

REQUIREMENTS:

- Valid “G” Class Driver’s license.
- Ability to work both independently and as a member of a team.
- Excellent interpersonal and communication skills
- Ability to adapt to the daily challenges associated with a busy work environment and a variety of weather conditions.
- Availability to work evenings, weekends and statutory holidays, as assigned.
- Capable of lifting park equipment, picnic tables and a variety of heavy objects.
- Previous experience in construction, landscaping, janitorial or maintenance is an asset.
- Interest in parks maintenance and sports field management is an asset.
- Bilingualism (English and French) is an asset.

EMPLOYMENT ELIGIBILITY:

Age requirement – Must be between 15 and 30 years of age at the beginning of the employment period.

Eligibility to work in Canada – 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.

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.

APPLICATION INSTRUCTIONS:

Applicants must complete the [Summer Employment Application Form](#) and **attach a detailed resume.**