



The Corporation of the Municipality of West Nipissing

SUMMER EMPLOYMENT

DATE: February 20, 2025

POSITION:	Public Works Labourer
DEPARTMENT:	Public Works
REPORTING TO:	Public Works Area Foreman
HOURS OF WORK:	36 hours a week with one half hour lunch, as assigned.
SALARY:	\$17.20 per hour

The Public Works Labourer is responsible for assisting in repairing and maintaining roadways and sidewalks, in addition to regular maintenance and assisting in repairs of the Municipal Water Distribution and Wastewater Collection Systems.

GENERAL DUTIES:

- Assist in general roads and drainage maintenance duties as per industry standards.
- Assist with general water distribution/wastewater collection duties as per regulations.
- Assist other departments in general labour work, including, but not limited to:
 - Cemetery work (burials, cemetery maintenance, etc.)
 - Community services (assist in dock maintenance, etc.)
- Garage work / clean up.
- Record daily work in log book.
- Assist in contract supervision.
- Ensure safety of self and of others at all times.
- Any other duties as assigned within the general scope of the position.

REQUIREMENTS:

- Valid "G" Class Driver's license.
- Applicants must have good reading, writing, and communication skills.
- Must be of physical condition that allows for assisting staff and perform the work duties.
- Ability to operate power tools / air tools, etc.
- Ability to work both independently and as a member of a team.
- Ability to address the public in a professional and courteous manner.
- Ability to adapt to changing work environment and weather conditions.
- Ability to work with little to no supervision.
- Availability to work days, weekends and statutory holidays, as assigned.
- Knowledge of trade standards, the Occupational Health and Safety Act, or Ministry of Transportation Guidelines would be considered 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.**