



Position: Parks Maintenance
Department: Parks/Recreation and Facilities
Reports to: Parks and Recreation Leadhand and Manager of Parks and Facilities

Position Summary:

To provide general maintenance, support and assistance to the Recreation Department in the care and upkeep of parks, greenspaces and along roadways in the Municipality of Trent Hills.

Knowledge of:

- Basic turf care practices and procedures;
- Safe operation of small hand tools, push lawn mowers and ride-on mowing equipment;
- Maintenance of flower beds;
- Litter and debris pick-up;
- Special Events occurring in the Municipality.

Skills:

- Ability to work outdoors and in variable weather conditions;
- Ability to work with others and independently;
- Ability to communicate courteously and effectively with co-workers and the general public;
- Ability to work on own initiative;
- Ability to operate small hand tools;
- Ability to operate push lawn mowers and ride-on lawn mowing equipment;
- Ability to operate a weed trimmer;
- Ability to perform general maintenance and upkeep of small hand tools, weed trimmers, push lawnmowers and ride-on lawn mowing equipment; and
- Ability to lift heavy objects.

Duties and Key Responsibilities:

- Lawn maintenance including aerating, top dressing, grass cutting, and weed trimming;
- Flowerbed maintenance including rote-a-tilling, removing debris and weeds from soil, flower planting, weeding, deadheading and watering;
- Garbage and debris pick-up (including Municipal garbage cans, streets and all Municipal parks);

- Lining and dragging of baseball fields and soccer fields;
- Playground maintenance (including daily visual inspections);
- Picnic table and garbage can maintenance;
- Pruning trees and shrubbery;
- Assist in community special events (includes set-up and take down of equipment as well as working during events);
- Upkeep of all Municipal parks;
- Respond to public inquiries courteously and efficiently;
- Follow COVID-19 policies and procedures; and
- Other duties as assigned.

Qualifications/Minimum Requirements:

- Full-time enrollment at an educational institution during preceding academic year;
- Will be returning to full-time enrollment at an educational institution for upcoming academic year;
- Valid Class G License with a clean abstract; and
- Incumbent to provide own CSA approved safety footwear.

Desirable Qualifications:

- First Aid and CPR certification;
- WHMIS certification; and
- Horticultural, arbourist training and/or education.

Acknowledgement

Employee Signature: _____

Date: _____