



Employment Opportunity

The Community Services Department is seeking

Casual Part-Time Operator(s)

Reporting to the Director of Community Services, the Casual Part-Time Community Services Operator is responsible for the operation and maintenance of the parks, cemeteries and facilities.

This is a non-union position, based on a maximum of a 24-hour work week to a maximum of 48 hours every 2 weeks as well as for occasional special projects with hours being variable shifts. The rate of pay for this position is \$17.91/hour.

The Township reserves the right to terminate or extend the position at any time.

Qualifications:

You have a basic knowledge of equipment, vehicles and materials used in municipal parks, cemeteries and facilities. You have demonstrated good communication and public relations skills and have a basic knowledge of municipal recreation activity and a knowledge of public needs.

A minimum of one (1) year experience in general grounds, building and equipment maintenance and six (6) months to one (1) year experience operating related parks equipment is preferred. Demonstrates good judgment, maturity and responsibility for equipment, facilities, and people. Possession of a valid "G" Driver's License for the Province of Ontario is required.

Possession of, or ability to obtain, the following certifications are required: Basic Refrigeration, Propane Handling & Safety, Chainsaw Safety Awareness and Fall Protection Awareness. Ontario Recreation Facilities Association and/or Parks & Recreation Ontario coursework completion certificate(s) is preferred.

A good understanding of all policies, procedures, by-laws, Ministry guidelines, regulations and legislation related to the operation of parks, cemeteries and facilities equipment and maintenance and familiarity with Microsoft Outlook is preferred.

The position requires the operation of equipment and undertaking of construction and maintenance projects in variable weather conditions as well as moderate to heavy physical demands related to manual labour with regular exposure to dirt, dust, oil, grease, noise, vibration, weather conditions, hazardous materials, chemicals and waste.

Prior to the final selection, candidates shall be required, at their own expense, to provide a Vulnerable Sector Check from the Ontario Provincial Police or appropriate Police Force and a clean Driver's Abstract.

Please refer to the Position Description for further requirements and accountabilities, obtained on our website at <https://www.mindenhills.ca>, or by contacting the Deputy Clerk at sprentice@mindenhills.ca or 705-286-1260 ext. 513.

Qualified applicants are invited to submit a cover letter and detailed resume of education and experience by **12:00 noon, October 30, 2020**:

Casual Operator Employment Opportunity

Township of Minden Hills
7 Milne St, PO Box 359
Minden, ON K0M 2K0

Attention: Shannon Prentice, Deputy Clerk

Email: sprentice@mindenhills.ca

If you are contacted by the Township of Minden Hills regarding a job opportunity or testing, please advise if you require accommodation. Information received relating to accommodation needs of applicants will be addressed confidentially. Persons with a disability preventing them from applying on-line should contact Shannon Prentice to discuss alternative solutions.

We thank all applicants for applying, but only those candidates selected for an interview will be contacted. Personal information and supporting material is used in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*.