



Internal/External Posting - Employment Opportunity

The Community Services Department is seeking a

Temporary Full Time Operator

The Community Services Operator is responsible for the operation and maintenance of the parks, cemeteries and facilities, under the supervision of the Director of Community Services or designate(s).

This is a temporary full time position.

The position is based on a forty (40) hour work week, being variable shifts, including days, evenings, weekends and Statutory holidays as required. The current rate of pay is \$22.89/hour as per LOCAL 4286 Collective Agreement – Schedule “A”. Earnings will be subject to Union dues.

Qualifications:

You have a thorough knowledge of equipment, vehicles and materials used in Municipal parks, cemeteries and facilities. You have demonstrated good communication, interpersonal and customer service skills to exchange information or explain basic situations using courtesy and tact. Must be able to work independently with minimal supervision.

The successful candidate will have a minimum of two (2) years' experience in a Municipal parks, cemeteries and facilities environment, including a minimum of six (6) months to one (1) year experience operating an Ice Resurfer and related parks equipment. Possession of a valid “D” 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.

Upon final selection, the successful applicant may be required to provide an updated background check from the Ontario Provincial Police or appropriate Police Force and/or a clean Driver's Abstract.

Qualified applicants are invited to submit a letter of application together with a detailed resume of education and experience by 12:00 noon, **Friday June 2, 2017** to:

Employment Opportunity – Temporary Operator CSD

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

Attention: Mark Coleman, Director of Community Services
Or email to: sprentice@mindenhill.ca

Detailed Position Descriptions can be obtained by contacting Shannon Prentice, Deputy Clerk/Administrative Assistant at sprentice@mindenhill.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.***