

## **TOWNSHIP OF McNAB/BRAESIDE**

### **Duties of Park Maintenance Position**

#### **DUTIES**

- 1) Cutting grass with a gas powered push mower and riding lawn tractor
- 2) Trimming using gas powered trimmer
- 3) Lining and preparing ball diamonds
- 4) Lining and preparing soccer pitches
- 5) Cleaning of washroom facilities
- 6) Renewing washroom supplies
- 7) Collecting garbage/recycling and removal of same from the parks
- 8) Flower bed watering and regular weeding
- 9) Painting of benches and other small park items
- 10) Filling out time sheets and mileage reports as necessary
- 11) Ensures Park Attendants are carrying out duties and adhering to assigned schedule
- 12) ensures adequate supplies and equipment at all Parks and facilities
- 13) Other maintenance items as required by the Recreation Director from time to time

#### **REQUIREMENTS**

1. Require a pair of safety boots to wear on the job. All other safety equipment will be provided. Proper clothing is essential and a staff shirt will be supplied by employer.
2. There will be a need to work some weekends.
3. Valid drivers license necessary.
4. Park attendants report to Seasonal Park maintenance worker(s) but positions require working unsupervised from time to time and candidates will also work with other summer staff periodically at various sites throughout the Township. The park maintenance worker will be taking direction from and reporting to the Recreation Director/Seasonal Programmer and in his/her absence, the CAO/Clerk.
5. Successful applicant must observe relevant Health and Safety procedures utilizing safe work practices at all times, as workers are often operating motorized equipment

## **Duties of Park Attendant Position**

### **DUTIES**

- 1) Act as tourism ambassador relaying positive attitude and appearance to public while conveying accurate information to public regarding area tourist attractions and nearby facilities
- 2) Collect fees associated with boat launching, rentals and if necessary act as concession vendor at canteen serving food and drink to public and reconcile daily sales promptly.
- 3) Monitoring of supplies and cleaning of washrooms
- 4) Assist with special events and regular maintenance duties at various Township Recreational facilities
- 5) Other duties as assigned by Recreation Director/Seasonal Programmer and in his/her absence the CAO/Clerk

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5. Successful applicant must observe relevant Health and Safety procedures utilizing safe work practices at all times, as workers are often operating motorized equipment