Internal/External Job Posting
Seasonal Bargaining Unit Position
Park Operations Technician – Guelph Lake C.A

General Accountabilities
The Park Operations Technician is responsible to perform a variety of maintenance, security and gate duties, as well as dam, nature centre or pool duties as applicable, and to assist in the day to day operation of the park.

Specific Accountabilities
1. Participate in the maintenance and development of the Conservation Area and related lands, equipment and structures (dams, nature centres, etc).
2. Coordinate the work of students, primarily in the summer; and help provide training and ongoing instruction on machinery, equipment and other safe work procedures.
3. Enforce Conservation Authority policies and regulations at Conservation Area and satellite areas, as applicable.
4. Assist in all areas throughout the park as needed e.g., gatehouse admissions, security, etc.
5. Perform routine maintenance on equipment, other maintenance tasks throughout the park and basic carpentry and plumbing work.
6. Provide customer service to patrons by answering questions, responding to issues, etc.
7. Provide administrative support to the Superintendent as assigned.

Technical Accountabilities
1. Completion of a college diploma program or equivalent and at least two complete seasons of relevant work experience in a Conservation Area or park.
2. Knowledge of and experience operating and performing basic maintenance on a variety of medium and small equipment.
3. Basic carpentry and plumbing skills.
5. Demonstrated interpersonal and communication skills.
6. Strong computer skills in MS Office. Experience with online reservation systems and point of sale applications is considered an asset.
7. Valid current certification in Standard First Aid and CPR.
8. Valid Driver's Licence
9. Small Drinking Water System Operator Certificate and/or Wastewater Treatment Operator License is considered an asset.
10. P.O.A. designation is preferred
11. Able to work outdoors in all weather conditions
The pay range for this position is Job Level 4 $22.81 to 28.49 per hour
(Will be required to work weekends. Hours of work per week will be 35 hours in the off peak season and 40 hours in the peak season)

**Approximate Start Date:** February 2020

**Term of Recurring Seasonal Employment:** February to end of November

**To Apply:** Please send a resume and covering letter to careers@grandriver.ca in MS Word or PDF format and quote “Park Operations Technician Guelph” in the subject line.

**Deadline for Applications:** 4:00pm Monday January 27, 2020

We thank you for your interest, however only candidates under consideration will be contacted.

Accessibility accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.
Personal information collected in relation to the recruitment process is collected under the authority outlined in the Municipal Freedom of Information and Protection of Privacy Act and used solely to determine eligibility for employment with the Grand River Conservation Authority.