



EMPLOYMENT OPPORTUNITY

Parks Department Summer Student(s) – General Labourer

April 28th, 2025 – August 29th, 2025

Rate of Pay: \$17.50 - \$17.75 Per Hour (40 hours/week)

The Township of Uxbridge is seeking highly motivated and mature individuals to fill our Parks Department Summer Student - General Labourer positions. Working under the supervision of the Parks Foreman, the students are responsible for assisting with the maintenance of Township parks, sports fields, and outdoor recreation facilities, performing duties related to:

- 1. Maintenance of Park Facilities:** Assisting in the maintenance and repair of park facilities such as benches, picnic tables, playground equipment, and structures.
- 2. Grounds Maintenance:** Conducting grounds upkeep tasks like mowing lawns, weeding, trimming bushes, and planting flowers to ensure the park's appearance is well-maintained.
- 3. Trash and Litter Removal:** Regularly emptying trash bins, picking up litter, and maintaining a clean and litter-free park environment.
- 4. Park Inspections:** Conducting routine inspections of park areas to identify safety hazards, report any damage, and ensure the safety of park visitors.
- 5. Assisting with Events:** Supporting park events and activities, which may include setting up event equipment, assisting attendees, and cleaning up after events.
- 6. Tree Care:** Assisting with tree maintenance tasks such as pruning, watering, and tree protection to promote tree health.
- 7. Painting and Repairs:** Performing minor maintenance tasks, including painting park amenities and making simple repairs as needed.
- 8. Equipment Operation:** Operating various park maintenance equipment safely and efficiently, such as lawnmowers, trimmers, and power tools.
- 9. Customer Service:** Providing friendly and helpful assistance to park visitors, answering questions, and ensuring a positive visitor experience.
- 10. Safety and Compliance:** Following safety protocols, rules, and regulations to ensure the well-being of staff and park users.
- 11. Other Duties as Assigned:** Being flexible and willing to assist with any other tasks or projects as directed by park management or supervisors, including crossing guard duties as required.

Successful candidate(s) will:

- Be enrolled in or currently attending a post-secondary program at a recognized college or university.
- Possess a valid G2 Class driver's license (at a minimum) and be capable of providing a clean driving abstract upon request.
- Be willing and available to work on weekends as necessary.
- Have tractor experience (considered an asset).
- Possess experience in using various hand and power tools (an asset).
- Demonstrate the ability to work both independently and as part of a team, take initiative, and have strong communication skills.

- Be capable of working outdoors and lifting at least 40 lbs.
- Exhibit a strong work ethic, reliability, and punctuality.
- Have a safety-conscious mindset and follow all safety protocols and guidelines.
- Show adaptability and a willingness to learn new skills.
- Be detail-oriented and capable of performing tasks with precision.
- Maintain a positive attitude and contribute to a harmonious working environment.
- Be passionate about contributing to the maintenance and improvement of outdoor spaces and facilities.

Qualified and interested candidates should submit an electronic or hard copy resume and cover letter addressed to Jamie Miller, Parks & Trails Manager at jmiller@uxbridge.ca or in the secure drop-box located outside the Township of Uxbridge Municipal Offices (51 Toronto St S, Uxbridge, ON, L9P 1T1) in a sealed envelope, no later than **January 31st, 2025 at 2:00pm**.

The Township of Uxbridge is an Equal Opportunity Employer that is dedicated to an inclusive, barrier-free recruitment and selection process. The Township is committed to diversity, equity, and inclusion within its community and organization, and welcomes and encourages applications from Indigenous Peoples, people of colour, women, persons who live with disabilities, people from 2SLGBTQI+ communities, and people from diverse communities. When requested, the Township of Uxbridge will accommodate applicants throughout the recruitment and selection and/or assessment process, pursuant to the Ontario Human Rights Code. These commitments also apply to our Board and Committee recruitment and selection processes.

Personal information is collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act.