



Community Services (Parks) Labourer Job Description

Title:

Community Services (Parks) Labourer

Reports To:

Parks Manager

Summary:

The Recreation / Parks Labourer position is an in-scope position whose duties are to carry out all aspects of summer work undertaken by the Parks Division of the Department of Community Services as required within the scope of the position. The successful applicant will aspire to the *Vision* of the department of working with a high level of respect for tax payers, customers, and visitors, and to be mindful of the integrity and professionalism required for the completion of duties. Safety is of paramount importance. The successful applicant will be responsible to assist in a variety of horticultural duties involved in the preparation and maintenance of landscape enhancements.

Core Competencies:

- Customer Focus
- Communication
- High level of Energy and Enthusiasm
- Team Work
- Time Management
- Adaptability/ Flexibility
- Creative and Innovative Thinking
- Decision Making and Judgement
- Planning and Organizing
- Problem Solving
- Accountability and Dependability
- Ethics and Integrity
- Coaching and Mentoring

Job Duties:

- Work safely at all times by adhering to safe work practices as provided by the Town of Kindersley
- Participate in the proper care of landscaping and grounds to include trimming, edging, weeding, pruning of trees and shrubs
- Communicate information to the Parks Manager so that the team can respond as necessary
- Assist with new employee mentoring by positively reinforcing successful performance and giving respectful and encouraging coaching as needed
- Ensure high standards of workmanship and efficiency
- Ensure the efficient use of labor, machines and materials used by the crew
- Assist with community beautification efforts including picking up and disposing of garbage, cleaning public washroom, and other such duties



- Plant seeds, bulbs, plants, apply mulch and fertilizers as directed
- Operate hand tools and related landscape equipment as required including but not exclusive to weed eater, power-edger, power-mower, backpack sprayer, hoe, shovel, etc.
- Inspect assigned areas for plant damage, disease, soil erosion, or landscape problems
- Identify plants, insects, pests and diseases as appropriate
- Provide proper maintenance and care of shrubs, trees, flowers and groundcovers as instructed by the Parks Manager
- Participate in cultivation requirements for decorative plantings and ornamental beds as directed by the Parks Manager
- Perform other duties as assigned
- Abide by all Applicable Laws, Rules and Regulations

Requirements:

- High School Diploma, G.E.D. or equivalent
- Standard First Aid & CPR
- WHMIS (will be provided upon employment)
- Valid Saskatchewan Class 5 Drivers License
- Experience operating relevant equipment and hand tools
- Good record of physical fitness
- Ability to work with and respect to fellow workers, management, Council and the general public
- Green space maintenance knowledge an asset
- Ice maintenance knowledge an asset
- Effectiveness in safety and productivity
- Commitment to working in a team environment, with established team building abilities
- Strong communication, integration, problem-solving and interpersonal skills
- Able to effectively communicate both verbally and in writing
- Safety equipment will be required, e.g. steel-toed safety boots, safety glasses/goggles, etc.

Working Conditions:

- Must be physically capable of performing a wide variety of physical tasks including walking, running, sitting, lifting, crouching, kneeling and jumping for extended periods of time.
- May perform work at heights
- Overtime as required.
- Lifting or moving up to 50lbs may be required.
- Work will be performed in both indoor and outdoor environments in a variety of weather conditions.
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- Employee may need to perform work duties in the presence of extreme weather conditions and hazardous environmental conditions of work site.
- Hazards associated with the trade
- Work both indoors and outdoors

Reviews:

A review and exit interview will be conducted at the end of the season, and additional reviews may take place during the season at the digression of the manager.

Term:

This position is a seasonal full-time in-scope position.

The season is from May 7th to August 31st.

This position is for a full-time labourer at 40 hours per week and will include shift work, callouts, holidays and weekends with overtime as required.

Remuneration:

Up to 40 – hours work week (rotating schedule includes weekends and possibly evenings).

The pay is as per hour as per the CUPE #2740 Agreement.

The pay period is semi-monthly.