



## 2022 STUDENT VACANCY POSTING

	<p><b>EMPLOYEE GROUP: CUPE</b></p> <p><b>POSITION STATUS:</b> <i>Temporary Full-Time (from May 9 - August 26, 2022)</i></p> <p><b>Hours worked per week: up to 35</b> (may include evenings and/or weekends, if required)</p>
<p><b>Position: Horticultural Student (2 available)</b></p> <p><b>Grade: Student 3</b></p> <p><b>Wage Rate: \$19.373 / hour</b> (October 2021)</p>	<p><b>Department / Division: Public Works Operations / Facilities, Parks, Cemeteries, &amp; Forestry Operations</b></p> <p><b>Locations: Haldimand County Caledonia Centre with extensive travel for work throughout Haldimand County</b></p> <p><b>NOTE: Incumbent(s) are required to work both indoors and outdoors, providing quality customer service to County staff, members of the public and external agencies.</b></p>

### PURPOSE OF POSITION:

Reporting to the Project Manager, Forestry; Facilities, Parks, Cemeteries and Forestry Operations Division, the incumbent will:

- Assist with the care and maintenance of horticulture gardens, parks, cemeteries and forestry.

### EDUCATION & EXPERIENCE:

- Must be enrolled in a post secondary school on a full-time basis.
- University or college education with a preference given to candidates that have completed a minimum of one year studies in Environmental Sciences, Horticulture, Landscape Architecture or Landscape Design.
- Current relevant experience considered an asset.

Or equivalent to that combination.

### KNOWLEDGE & SKILLS REQUIRED:

- Familiarity with basic horticulture and landscape design concepts and practices.
- Must have Class G2 drivers license (minimum).
- Current First Aid/CPR Level 3 certification considered an asset.
- Ability to work in a team environment, accept and follow verbal and written instructions, complete duties to an acceptable level of quantity and quality with minimal supervision and follow all or Haldimand County Health and Safety Policies and Procedures.
- Must be motivated, hardworking individual able to complete tasks on time.
- Proven initiative and attention to detail.
- Must be able to follow directions, work independently and with minimal supervision.

**COMPUTER EXPERTISE:**

Level One - The incumbent must possess basic computer skills scored at 50% or higher to ensure their familiarity with computer / printer / mouse / Internet / email.

**MACHINES OPERATED:**

- Pick up truck, trailers, brush saws, handheld saws, grass trimmers, etc.

**Accountabilities / Tasks**

**Include, but are not limited to the following:**

- Garden maintenance including weeding, cultivating, fertilizing, mulching, edging, planting annuals, perennials, shrubs and trees.
- Watering of gardens and trees.
- Assisting local horticulture and community associations.
- Safe & efficient operation, care and maintenance of tools, equipment, and vehicles.
- Operate a variety of equipment including light duty vehicles, machine/ power/ hand tools such as: shovels, rakes, wheel barrows, brush saws, hand-held saws and grass trimmers.
- Perform daily circle checks on all equipment and reporting defects to the immediate supervisor.
- Maintain daily written records of work activities.
- Litter, brush and garbage pick-up.
- Duties will require climbing, lifting, balancing, kneeling, stooping, walking and handling of materials.
- Majority of work will be conducted outdoors in all weather conditions (rain, heat, etc.).
- Other duties as assigned.

**All Haldimand County employees are expected to:**

- Work safely and respect others in the work place
- Maintain confidentiality
- Work within policies and procedures determined by Haldimand County and / or legislation relative to the function

**This position requires:**

- |   |                                      |
|---|--------------------------------------|
| - a current (within the past 6 months) Police Check | <b>YES – OPP LE219 or equivalent</b> |
| - a pre-hire physical                               | NO                                   |
| - COVID-19 vaccine (must be fully vaccinated)       | <b>YES</b>                           |

**County employees who are interested in applying for this position must complete the EMPLOYEE APPLICATION FORM and submit the completed form together with a resume and covering letter as appropriate in confidence to Human Resources by 4:30 p.m. on the last day of this posting.**

**AN EQUAL OPPORTUNITY EMPLOYER**

Accommodation is available for any applicant with a disability, as it relates to the recruitment process of this position. Upon request, Haldimand County will consult with the applicant and provide, or arrange for the provision of a suitable accommodation in a manner that takes into account the applicant’s accessibility needs due to disability.

*As per current Legislation, if it is determined that those employees with priority placement status are suitable for this job, before a selection decision has been made, this competition may be cancelled.*