



## 2022 STUDENT VACANCY POSTING

	<p><b>EMPLOYEE GROUP: CUPE Local 4700 (Haldimand)</b></p> <p><b>POSITION STATUS: Temporary Part-Time</b> (from date of hire until approximately April 21, 2023)</p> <p><b>Hours worked per week:</b></p> <table border="1"> <tr> <td> <p><b>Secondary School:</b> July to August – up to 40 hours per week September to June – up to 24 hours per week</p> </td> <td> <p><b>Post-secondary School:</b> April to August – up to 40 hours per week September to March – up to 24 hours per week</p> </td> </tr> </table>	<p><b>Secondary School:</b> July to August – up to 40 hours per week September to June – up to 24 hours per week</p>	<p><b>Post-secondary School:</b> April to August – up to 40 hours per week September to March – up to 24 hours per week</p>
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<p><b>Position: Facilities, Parks, Cemeteries &amp; Forestry Operations Student (25)</b></p> <p><b>Grade: Student 1</b></p> <p><b>Wage: \$15.00 / hour (January 2022)</b></p>	<p><b>Department / Division: Public Works Operations / Facilities, Parks, Cemeteries &amp; Forestry Operations</b></p> <p><b>Locations: Caledonia (8), Hagersville (5), Cayuga (6), Dunnville (6)</b></p>		

### PURPOSE OF POSITION:

Reporting to the Supervisor, Facilities, Parks, Cemeteries & Forestry Operations, and taking work direction from the Lead Hand, the incumbent will:

- Complete assigned housekeeping and maintenance tasks at County facilities, parks and cemeteries
- Support divisional services as required

### EDUCATION & EXPERIENCE:

- Must be at least 16 years of age and enrolled in school on a full-time basis
- Current relevant experience would be an asset

Or equivalent to that combination

### KNOWLEDGE & SKILLS REQUIRED:

- Must be able to follow directions, work independently and without constant supervision
- Proven initiative and attention to detail
- Current Ontario Driver's License and Current First Aid / CPR certification would be a definite asset

### 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.

### Accountabilities / Tasks

Include, but are not limited to the following:

- Arenas - cleaning the entire facility and grounds including washrooms, pegging nets, gate-keeping and ice

- patrol (skating ability is required) during programs, assist with ice maintenance
- Pools - Cleaning the pool and associated facilities
- Parks, Cemeteries, Trails, Courts/ Skate Parks - grass cutting, tree trimming, maintenance of flower beds, general cleaning
- Garbage removal in parks, cemeteries, downtown cores, trails and facilities
- Painting, furniture moves and other general maintenance tasks as required at all County facilities
- 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 LE 219 and LE 220</b> |
| - a pre-hire physical                               | NO                                 |
| - COVID-19 vaccine (must be fully vaccinated)       | <b>YES</b>                         |

**This vacancy is being posted in accordance with Article 15.3 of the collective agreement.**

**Internal applicants must indicate on a Location Preference form those reporting locations in which they are interested in order to be considered for the initial vacancy and/or for any subsequent vacancy within the classification identified below that may arise directly or indirectly from the process of filling the initial vacancy. The Location Preference Form may be obtained by visiting the *FuNK | Knowledgebase | Human Resources | HR Link and Resources* / [LOCATION PREFERENCE FORM](#).**

**In addition, 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.*