



# Town of Whitby Employment Opportunity

## Part-Time Attendant II – Maintenance Helper

Whitby combines a small town atmosphere with the sophistication and amenities of a larger urban centre. Located on the shores of Lake Ontario, Whitby boasts two beautiful heritage downtowns, one of the finest recreational harbours with two marinas, year round sports and recreation activities, parks, trails, beaches and a robust arts and culture scene, all of which are part of the extraordinary amenities that Whitby residents enjoy every day. With a population projected to grow to 200,000 people within the next 15 years, Whitby has an exciting and aspiring future.

Reporting to the Supervisor of Facilities, and under the direction of the full-time Facility Attendant, the Attendant II (Maintenance Helper) is responsible for

- various cleaning/maintenance tasks as identified by the Maintenance Management System;
- assisting with ice resurfacing and/or pool readings;
- interacting and providing assistance to the public as required; and,
- other duties as assigned.

As the successful applicant, you must possess:

- a minimum Grade 11 education;
- effective interpersonal and public relations skills;
- the ability to understand and follow oral and written instructions;
- the ability to communicate orally in a clearly and concise manner;
- the ability to establish and maintain effective relationships with staff and the general public; and,
- physically fit and capable of lifting, pushing and pulling heavy objects.

**Salary:** \$15.42 - \$17.12 per hour

**Hours:** Flex hours, including days, evenings and weekends (maximum of 24 hours per week).

**Application Deadline:** Thursday, March 16, 2017

**Application Instructions:** To be considered for this challenging opportunity, please fax, mail, e-mail or deliver your confidential application/resume to:

The Corporation of the Town of Whitby - Human Resource Services  
575 Rossland Road East, Whitby, ON L1N 2M8  
Fax: 905.430.4340 Email: [jobs@whitby.ca](mailto:jobs@whitby.ca)

**Please quote Posting Reference No.: 17-P003-915**

The selection process may include assessment methods to further determine a candidate's knowledge and skills for the position.

The Town of Whitby is an equal opportunity employer and is committed to inclusive, barrier-free recruitment and selection processes and work environments. Please advise Human Resource Services of any accommodations needed to ensure your access to a fair and equitable process. Any information received relating to accommodation will be addressed confidentially.

Acknowledgement will only be forwarded to those applicants who are invited for an interview.

Personal information provided is collected under the authority of The Municipal Act, 2001 and the Municipal Freedom of Information and Protection of Privacy Act.  
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