



*A progressive city of 187,800 people located just a short 30-minute drive from Toronto, the **City of Oshawa** is one of Canada's fastest growing communities that is exceptionally positioned to live, work, learn and invest. Its strategic pursuit of sustainable growth, excellent community service delivery and cooperative partnerships have enhanced its quality of life advantage, while maintaining a strong commitment to financial stewardship.*

**Job Title:** Temporary Full-Time Attendant - Community & Operations Services

**Posting Number:** 005081

**Location:** Oshawa, ON.

**Posting Start Date:** 2024/12/10

**Posting End Date:** 2025/01/06 by 4:30p.m.

**Employment Group:** CUPE 250

**Salary Grade:** 02-\$29.26 - \$33.21

**Standard Weekly Hours of Work:** 40.00

**Shift Work Required:** Yes

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## **Job Description**

Reporting to the Manager, Facility Operations and Maintenance Services, or the Manager, Municipal Parking and Cemeteries, and/or designate, perform various duties in Community & Operations Services.

### **Responsibilities:**

- Perform various facility, grounds maintenance and service delivery activities associated with the maintenance and operation of recreation facilities, cemeteries and turf fields (natural and synthetic)
- Operation and maintenance of various vehicles, equipment and tools; including but not limited to hand tools, power tools, power washers, cleaning equipment, leaf blowers, trimmers, mowers, utility vehicles, excavation equipment, and other vehicles
- Perform clean-ups of various recreation facilities and cemeteries, including litter pick-up, waste removal, raking, loading and removal of leaves, brush and other debris

- Perform various duties associated with recreational facilities including but not limited to, the set-up, servicing, monitoring and clean-up of various activities including track and field events, sports field and facility rentals
- Perform sports field maintenance, such as lining various sports fields, installing or setting up various equipment, and general field maintenance
- Perform in facility maintenance activities including cleaning, sweeping, washing and general repairs such as painting, carpentry, plumbing etc.
- Perform various tasks associated with horticultural programs including weeding, planting, watering, and pruning
- Perform duties associated with opening and closing various recreational facilities
- Working alone or with limited Supervision
- Notify supervisor of any maintenance requirements, and or any incidents that may occur
- Work in accordance with the City of Oshawa's Safe Work Standards and the Ontario Occupational Health & Safety Act. Maintain good public relations
- Perform and assist with other related duties as assigned

**Requirements:**

- Candidates must possess an Ontario Secondary School Diploma, Grade Twelve (12), and have skills and experience related to performing relevant activities listed in this job posting
- Must possess and maintain a valid First Aid and CPR certification
- Additional education in a parks related field will be considered an asset
- Basic reading, writing and oral English skills. Able to understand and follow simple oral and written instructions which deal with routine and totally standardized situations. Able to complete forms and records relevant to the job
- Good interpersonal skills; common sense and courtesy to deal with the general public and to discuss routine information with colleagues. Neat in appearance and work habits
- Physically fit and able to perform strenuous work such as climbing, lifting and moving heavy items (80 lbs./approx. 36 kgs.), involving considerable effort, and capable of performing the work assigned in a safe manner
- Knowledge and understanding of, and ability to apply safety policies, standards and legislation (Ontario Occupational Health & Safety Act and WHMIS)
- Willing and capable of training and obtaining appropriate licenses or certifications required to operate various equipment and tools (i.e. Grass mowers, trimmers, tractors, excavation equipment and trucks of various sizes)

- Able to work at various locations including, evenings, weekends and holidays as required due to the nature of recreation and facility operations
- Possession and maintenance of a valid Ontario Driver's License, minimum Class "G", in good standing with the ability to pass the City's tests for motor vehicle operation is a requirement. A valid Ontario Class "DZ" Driver's License would be considered an asset

As a condition of employment, the City of Oshawa will require successful candidates to provide a Vulnerable Sector Check and an employment medical.

Apply online: <https://oshawa.jobs.net/en-CA/search>

**Please be advised that position location as noted is at the time of posting and is subject to change, as required due to operational needs.**

We would like to thank all applicants however, please note that only those selected to attend an interview will be contacted and all other applicants will be kept on file. Applicants are advised that written, oral and practical testing may form part of the selection process.

*The City of Oshawa is situated on lands and waters within the Williams Treaties Territory, home to seven First Nation communities of the Michi Saagig and Chippewa Anishinaabeg, who have cared for and maintained these lands from time immemorial and continue to do so to present day. [Learn more](#)*

*We are an Equal Opportunity Employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code (OHRC). The City of Oshawa promotes the principles of diversity, equity and inclusion and adheres to the tenets of the Canadian Human Rights Act and the Ontario Human Rights Code. The City of Oshawa encourages applications from women, Indigenous Peoples and persons of all cultures, ethnic origins, religions, abilities, ages, sexual orientations, and gender identities and expressions.*

*The City of Oshawa will provide accommodations throughout the recruitment and selection and/or assessment process to applicants with disabilities and/or needs related to the OHRC. If you require an accommodation during the recruitment process or assistance with the application process please contact Human Resource Services. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act.*