



SUMMER STUDENT – LANDSCAPING & MAINTENANCE
INTEGRATED SOCIAL SERVICES DIVISION

FOUR (4) TEMPORARY FULL-TIME POSITIONS

POSTING NUMBER:	26-2023	STATUS:	EXTERNAL
POSTING DATE:	MARCH 17, 2023	CLOSING DATE:	MARCH 31, 2023
AFFILIATION:	UNION	HOURS PER WEEK:	35
SALARY GROUP:	N/A	HOURLY RATE:	\$15.50

DISCLAIMER: Funding for this position has not yet been received. The positions are contingent upon funding approval from Canada Summer Jobs.

POSITION SUMMARY:

Under the general direction of the Supervisor, Maintenance, the Summer Student is responsible for performing typical outdoor duties.

MAJOR RESPONSIBILITIES:

1. Cleaning all debris from public areas/disposing of garbage.
2. Cutting grass.
3. Operating a lawn mower including minor maintenance of equipment.
4. Maintaining and cultivating of flower beds, trees, bushes. and flower beds.
5. Maintaining of parking lots, walkways, and site areas.
6. Painting.
7. Assisting maintenance staff with minor projects.
8. Maintaining garbage sheds and site utility areas, playgrounds.
9. Other as assigned duties.

QUALIFICATIONS:

Education/Experience

- Must be presently enrolled in a secondary or post-secondary education program and returning in the fall.
- Previous experience with grounds maintenance is required.
- Previous experience working in a team environment is an asset.

Skills/Abilities

- Good organizational skills and the ability to work with minimal supervision is required.
- Knowledge/experience in the operation of lawn care equipment is required.
- Mechanical aptitude and minor equipment repair are an asset.

CONDITIONS OF EMPLOYMENT:

- Must undergo a successful police records check, Type 2.
- Must be physically fit to perform manual labour in all weather conditions.
- Must have a valid driver's license and clean driving abstract.

HOW TO APPLY:

Applications must include a completed TBDSSAB application form, cover letter and resume. Please be sure to reference the position title and the competition number. Applications may be emailed, faxed or delivered to the TBDSSAB location by 4:30 pm on the closing date to the attention of:

Human Resources
The District of Thunder Bay Social Services Administration Board
231 May Street South
Thunder Bay, Ontario, P7E 1B5
Email: careers@tbdssab.ca | Fax: (807) 345-2466

Applicants currently employed by the TBDSSAB must complete the [Internal Application Form](#). All other applicants must complete the [TBDSSAB External Application Form](#).

Application forms are available on our website or are available for pickup at the TBDSSAB location. For more information on employment opportunities at TBDSSAB, please visit our [website](#).

ADDITIONAL INFORMATION:

- Applications received for this position will not be acknowledged unless you are being notified of an interview.
- Reasonable accommodations are available upon request for all parts of the recruitment process.
- Offers of employment made to external candidates are conditional upon providing proof of COVID-19 vaccinations as per TBDSSAB's COVID-19 Vaccination Policy. If proof of vaccination is not provided, the offer of employment is rescinded.
- As an equal opportunity employer, the TBDSSAB encourages applications from Indigenous peoples, persons with disabilities, members of visible minority groups and women.



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