



**Tyendinaga Township**  
**Grounds and Maintenance Worker**  
**Job Opportunity**

**PURPOSE OF POSITION**

Under the supervision of the community Recreation Coordinator, the Grounds and Maintenance Worker ensures to efficient operation and management of all municipal recreation facilities and areas according to municipal policies and standards.

**DUTIES AND RESPONSIBILITIES**

1. Ensure all fields, pitches, courts and recreation areas are safe, clean and ready for use.
2. Ensure children's play area is safe, clean and maintained.
3. Ensure that all rented facilities are prepared correctly and to rentee's expectations.
4. Assist in the seasonal opening of facilities and fields and seasonal closing and clean up of facilities.
5. Conducting monthly safety inspections to make sure all machinery, mechanical items, tools and lights are working correctly and safely.
6. Ensure that bathroom facilities are working properly and stocked on a regular basis.
7. Monitoring and ensuring essential services throughout the facilities are maintained and working properly (I.e. Plumbing, heating, electrical etc.)
8. Checking that repairs, installation of equipment and painting are performed as required.
9. Responsible for operating all heavy equipment and keeping machinery clean.
10. Ensure that all heavy equipment is properly and safely parked after use.
11. To carry out any additional duties instructed by Recreation Coordinator or Members of Council.

**GROUNDS**

- Lawn Care and Maintenance
- Prepare facilities (pitches, fields) for league games.
- Safety maintenance for all facilities.
- Keeping grounds clean.

**POSITIONS 1**

Seasonal Full-Time (April-October, 40h/week)

Seasonal Part –Time (200-300 Hours)

**WAGES**

To Be Determined.

**Closing Date: Friday April 5<sup>th</sup>, 2019**

**Please bring resume and cover letter to the Township Office ATTEN: Raeanne McGuinness**

**Address: 859 Melrose Road, Shannonville or email [recreation@tyendinagatownship.com](mailto:recreation@tyendinagatownship.com)**

**Those selected for interviews will be contacted.**