



JOB DESCRIPTION

Job Title: **Parks Labourer**
Direct Supervisor: Head of Parks and Environmental Services
Hours: Full-time (as per CUPE Agreement)
File Reference: 07-2560-02

Affiliation: CUPE 374
Salary: \$25.12/Hr (July 1, 2017 Rate)
Revision Date: May 2017

Position Summary

Reporting to the Head of Parks and Environmental Services, the Parks Labourer completes manual work duties, entailing physical effort and agility, and requiring skill and ability in the application of fundamental practices in construction, inspection, and maintenance of parks, horticulture and natural areas.

The Parks Labourer receives regular task assignments and progress and completion inspections from the Parks Operations – Lead Hand, and is expected to exercise independent judgment in the completion of regular tasks to the best of their ability. Duties include specific tasks that may require training common to the parks field.

Nature & Scope of Work

1. Perform a variety of horticultural tasks for the planting, cultivating, fertilizing, and pruning of trees, shrubs, flowers, and lawns.
2. Perform maintenance of landscape features and vegetation along municipal trails and walkways, boulevards, municipal rights-of-ways, and within parks.
3. Performs a variety of minor construction work, inspection, and maintenance tasks related to parks facilities, such as concrete pouring, irrigation repair, and general maintenance.
4. Perform basic service maintenance on all tools and equipment.
5. Perform winter maintenance (snow removal, salting and sanding) of District-owned and operated properties.
6. Perform basic carpentry work in the minor construction, alteration, repair, and maintenance of concrete forms, gates, fences, ladders, piers, wharves, floats, and signs.
7. Perform custodial building cleaning as required at municipal washrooms.
8. Pick up garbage on District-owned and operated properties.
9. Ensure the safety of Parks crews and the public by enforcing all appropriate municipal and WorkSafeBC regulations.
10. Perform required maintenance of District-owned and operated properties.
11. Weekend work may be required, as well as an on standby for after-hours work.
12. Perform other related work as required.

Knowledge, Abilities, & Skill Requirements

1. Ability to function efficiently with limited direction and supervision, to establish and maintain effective working relationships with municipal officials and other employees, and to meet and successfully serve the public on a continuing basis.
2. Ability to maintain confidentiality of matters as required.

3. Ability to work effectively to meet District goals.
4. Working knowledge of the operations and functions of other District departments.
5. Strong written and verbal communication skills.
6. Ability to effectively read and interpret information.
7. Knowledge of methods, practices, materials, tools, and equipment used in Municipal Parks and the ability to apply the above knowledge to the physical application of various tasks to the Municipal Parks System.
8. Sufficient physical strength, stamina, and coordination to perform heavy manual outdoor work in all weather.
9. Knowledge of the rules and precautions necessary to prevent accidents in and around municipal facilities and equipment, and ability to comply with all pertinent WorkSafeBC and Occupational Health and Safety regulations.
10. Skill in the use and care of gardening tools and equipment.
11. Excellent organizational skills.
12. Demonstrate proficiency in the core competencies of:
 - a) Adaptability: Willingness to be flexible in a changing environment
 - b) Relationship Building: Establishes and maintains respectful and cooperative working relationships
 - c) Effective Communication: Communicates effectively with others
 - d) Problem Solving: Recognizes and acts to resolve problems
 - e) Organization: Organizes work so that others will understand it, in order to achieve District goals
 - f) Customer Focus: Provides excellent service to both internal and external customers

Training & Experience Requirements

1. Completion of Grade 12 or recognized equivalent.
2. Minimum one (1) year experience directly related to general parks maintenance.
3. Minimum one (1) year experience in the use of tools, equipment and machinery required to maintain and construct park projects.
4. Valid Class 5 B.C. Driver's License.

The previous statements reflect the general duties considered necessary to describe the principle functions of the job identified and shall not be construed as a detailed description of all work requirements that are inherent in the job.

APPROVED BY:

Brent Blackhall
Acting Chief Administrative Officer

Date