

*The Town of Ladysmith provides its employees the opportunity to make a positive and meaningful impact on the daily lives of the public we serve. Are you looking for a dynamic and interesting career? The Town of Ladysmith is seeking self-motivated professionals for our Parks Department.*

TEMPORARY SEASONAL  
PARKS MAINTENANCE WORKER I

(2 Positions)

**Internal/External Competition #2025-02**

|                                  |                                                         |
|----------------------------------|---------------------------------------------------------|
| <b>Department:</b>               | Infrastructure Services; Parks                          |
| <b>Duties:</b>                   | See attached Job Description                            |
| <b>Required Qualifications:</b>  | See attached Job Description                            |
| <b>Rate of Pay:</b>              | Band 3 - \$30.35 per hour                               |
| <b>Hours of Work:</b>            | 40 hours per week<br>March 31, 2025 – August 15, 2025   |
| <b>Conditions of Employment:</b> | Automatic wage deposit                                  |
| <b>Union:</b>                    | Canadian Union of Public Employees (C.U.P.E.) Local 401 |
| <b>Benefits:</b>                 | As per the Collective Agreement                         |
| <b>Reporting To:</b>             | Parks Maintenance Supervisor                            |

This job posting will remain open until 4:00 PM January 31, 2025. For further information please contact Len Thew, Manager of Operations at 250.245.6447; [lthew@ladysmith.ca](mailto:lthew@ladysmith.ca)

If you are interested in applying for the position, send a cover letter and detailed resume which notes your qualifications and experience relevant to the job description in a **WORD or PDF** format:

Trish McConnell, Manager of Human Resources  
City Hall, 410 Esplanade  
Ladysmith, BC V9G 1A2  
Email: [careers@ladysmith.ca](mailto:careers@ladysmith.ca); Ph: 250.245.6412

We would like to thank all who apply, but only those applicants selected for an interview will be acknowledged. Per CUPE Agreement Article 15.02: "applicants for this position shall agree that in the event of a grievance regarding filling of this posting, interview and selection documentation shall be released to the union."

The Town of Ladysmith is committed to diversity and inclusivity in our employment practices. We are an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes.



|                    |                            |
|--------------------|----------------------------|
| <b>TITLE:</b>      | PARKS MAINTENANCE WORKER I |
| <b>DEPARTMENT:</b> | PARKS                      |
| <b>DIVISION:</b>   | INFRASTRUCTURE SERVICES    |
| <b>CATEGORY:</b>   | UNION CUPE LOCAL 401       |
| <b>BAND:</b>       | 3                          |

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### GENERAL ACCOUNTABILITY

Reporting to the Parks Maintenance Supervisor, the Parks Maintenance Worker I is responsible for a variety of unskilled manual tasks and duties. The tasks and duties of the Parks Maintenance Worker I position are typically physical in nature, require the use of simple tools and equipment and, will normally be carried out under close and direct supervision.

### PRIMARY DUTIES AND ACCOUNTABILITIES

- Operates equipment such as chain saws, weed eaters, trimmers, push/self propelled lawn mowers, light trucks, farm tractors, jack hammers, cut-off saws, compactors and other similar equipment required in the operation of parks and boulevards.
- Performs routine manual tasks including but not limited to; Clearing brush from roadways and ditches, planting and weeding and maintaining flowers, shrubs, trees, and planters in parks and on downtown streets, refuse and litter pickup, sweeping and cleaning, unloading and moving of supplies, cutting, weeding, raking, and watering, boulevards and lawns, repairing fences, minor repairs to playground equipment and park structure, painting structures, hand excavations and back-filling.
- Adhere to safety policies and regulations as established by WorkSafe BC, the Occupational Health and Safety committee, the Town of Ladysmith and regional and municipal statutes.
- Responsible to document various goods and materials upon removal from inventory to ensure current supply levels are reflected accurately.
- Assists other personnel to carry out their responsibilities.
- Assists in the development of safety protocols and efficient work practices.
- Attends professional development training as directed.
- Performs other related duties as required.

### REQUIRED QUALIFICATIONS, KNOWLEDGE, SKILLS AND ABILITY

1. Completion of Grade 10 education.
2. Demonstrated ability to fulfill assigned duties in all weather conditions.
3. Valid B.C. driver's license - class 5.
4. Valid flagging certificate.
5. Valid Workplace Hazardous Material Information System (WHMIS) certificate.
6. Demonstrated knowledge of safe work procedures, practices and obligations.
7. Demonstrated proficiency in the safe operation of medium and light weight motorized vehicles and equipment, and various infrastructure services tools and light industrial equipment including but not limited to:
  - Tractor / Flail / Implements
  - Bucket Truck
  - Zero Turn Mower
  - Small equipment
  - Forklift
8. Demonstrated initiative with specific direction; completing tasks by removing barriers and locating necessary resources.

9. Demonstrated ability to communicate effectively in a wide variety of situations applying diplomacy and interpersonal skill to establish and maintain productive relationships.
10. Demonstrated high level of focus on internal and external client service continuously seeking ways to meet and exceed expectations.
11. Demonstrated ability to work cooperatively within a team and with Town employees, stakeholders and partners to achieve optimal results.
12. Demonstrates valuing diversity.