



TOWN OF MAPLE CREEK

POSITION TITLE: Seasonal Parks Worker

FUNCTION: To carry out the duties of the **Parks Worker** in accordance with this job description.

DUTIES:

1. The supervisor for this position is the Parks Leadperson.
2. Ensure compliancy of policies and procedures of the Town of Maple Creek relayed through the Parks Lead Person.
3. Assist with the daily maintenance of all parks and facilities owned by the Town and other facilities assigned to the Parks Department. This will include:

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|-------------------------------|--------------------------|
| Centennial Park | Lions Park |
| Tennis Court | Skateboard & BMX Park |
| Playgrounds | Basketball Court |
| Spray Park | Soccer Field |
| Land of Living Skies Park | Ditches & Boulevards |
| Vacant Lots | Buffer strip at airport |
| Jasper Centre Yard | Armoury Grounds |
| Baseball Diamonds | Town Office |
| Flower Beds/ Hanging Baskets | Sidewalks |
| Parks & Rec Building/Compound | Visitor Reception Center |
| Irrigation Systems | Adult Fitness Park |
| Walking Trail | |

4. Maintenance of these above areas include but not limited to the following:

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|--------------------------|-----------------------------------|
| Grass cutting | Cultivation of areas around trees |
| Hedge trimming | Watering areas when required |
| Painting | Maintenance of signs |
| Planting trees | Picking up litter |
| Grass edging | Playground Safety Inspections |
| Other Duties as Assigned | |

5. Complete the physical work that must be done to maintain equipment and facilities as directed by the Parks Lead Person.
8. Responsible for daily and weekly equipment checks, as well as general maintenance of machinery.
9. Assist with for preparation and submission of weekly playground inspection reports at all Town Parks.

QUALIFICATIONS:

1. First Aid and CPR certified
2. Must be knowledgeable and abide by:
 - Town of Maple Creek Occupational Health & Safety Program
 - Machinery and equipment operations
3. Must possess a valid Saskatchewan class 5 driver's license.

SALARY/HOURS OF WORK: In accordance with CUPE Union Agreement.