



**Date:** April 4, 2024

**Job Posting:** Casual Labourer - Cemetery May-November 2024

**Competition Number:** 2024 - Public Works

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Join our team in the **Public Works Department as a Casual Labourer – Cemetery from May – Approximately November.**

**Essential Duties and Responsibilities:**

1. Provides general labour for municipal works.
2. Carries out a variety of operational, construction and maintenance services.
3. Operates hand tools and grounds maintenance equipment as directed.
4. Completes daily circle checks and inspection reports for equipment used.
5. Ensures that occupational health and safety practices are strictly observed and adhered to, and that fire prevention practices and regulations are adhered to.
6. Exhibits courtesy, co-operation and a positive, helpful approach in response to enquiries and the investigation of complaints.

Note: The above statements are intended to describe the general nature and level of work being performed by the incumbent of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.

**Education, Experience, Knowledge, Skills:**

1. Completed high school or post-secondary education.
2. Valid "G" driver's license.
3. Good teamwork and cooperation skills.
4. Good communication and public relation skills.
5. Will be required to attend training sessions, including training relative to equipment safety and WHMIS.
6. Previous experience in a Public Works maintenance or similar setting is an asset; previous experience using and maintaining hand tools and lawn care is an asset.

**Compensation:**

This position is a Seasonal, job, 40 hours per week with a job rate of \$19.40 per hour.



**Accessibility:**

The Town of Parry Sound is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes. Accommodation will be provided in all parts of the hiring process as required under the Town of Parry Sound Recruitment Policy. If you require accommodation, we will work with you to meet your needs.

**Application Process:**

Interested candidates may submit a cover letter and resume by 4:00 p.m. Wednesday May 15, 2024, in the following ways:

**Email:** In **one** document your resume and cover letter, under the subject line “**(your name) - Casual Labourer - Cemetery**” to: Pamela Langevin, Human Resources Manager at [plangevin@parrysound.ca](mailto:plangevin@parrysound.ca).

**Mail or Drop-Off:** Attention: Human Resources Manager  
52 Seguin Street, Parry Sound, ON P2A 1B4

We thank all applicants for their interest. We will contact those applicants selected for an interview.

**Privacy:**

Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and for employment assessment purposes only.