



JOB CLASSIFICATION DESCRIPTION

LABOURER (Summer Student)

DATE REVISED: March 2015

Job Summary:

This is routine manual work entailing considerable physical effort and agility in the performance of a variety of unskilled and limited semi-skilled construction and maintenance tasks requiring the exercise of one or more acquired skills in the parks department. A student labourer employee of this class works under the close supervision of a supervisor who issues detailed and oral instructions on all but the very routine duties and frequently inspects the work during progress and upon completion.

Primary Duties and Responsibilities:

- Performs a variety of manual tasks in the already established gardens, town core planters, sports fields and various garden areas in the Community Park and elsewhere in the municipality, as well as, in the tasks associated with the creation of new garden areas which entail digging in fertilizers, lime and peat moss.
- Required to clean washrooms, collect garbage, performing cleanup duties in parks, on the beach front and along trails.
- Required to remove existing bulbs, sort and re-distribute to other garden areas and to plant annuals under limited supervision.
- Assists in the planting of street trees.
- Performs general maintenance including hand mowing, weeding, dead heading, watering, fertilizing, pruning and liming.
- Performs a variety of unskilled parks and recreational area tasks such as clearing paths and trails, maintaining grass areas and plots and operating various mowing equipment.
- Assists permanent full-time employees with simple task.
- Performs other related works as required.

Necessary Qualifications

Knowledge:

- Basic knowledge of horticultural or practical gardening and an interest in parks type work.

Skills/Abilities:

- Ability to understand and carry out simple oral and written instructions and to perform labouring and semi-skilled tasks with limited supervision.
- Physical strength, stamina and coordination to permit the performance of heavy manual outdoor work in all weather.
- Ability to maintain a variety of records such as equipment operation, timesheets, etc.
- Ability to operate small equipment such as hand mower, weed-eater, etc.
- Ability to maintain City owned tools and equipment.
- Ability to work effectively in a team setting.

Education:

- Must be a student (under 30 years of age inclusively, registered as a full-time student in the previous academic year and intending to return to school on a full-time basis in the next academic year, pursuant to HRSDC requirements).

Training/Certification:

- Possession of a valid Class 5 BC Drivers Licence and a good driving record is required.
- Completion of a current WHMIS course is required.
- Completion of Level I First Aid training and certification.
- Completion of a traffic controller training program would be considered an asset.

Working Conditions

- The employee will be required to work in adverse weather conditions.
 - Perform physically demanding work.
 - Required to communicate with members of the public in an effective and courteous manner.
 - May come in contact with bio-hazardous materials and will be required to follow the exposure control plan and safe work procedures.
 - May be required to work alone and will be required to follow the Working Alone Safe Work Procedure – following check-in/check-out practices/procedures.
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The above statement is a general description of the principal functions of this job and is not a detailed description of all job duties.

Signature of Incumbent: _____ Date: _____
