



EMPLOYMENT OPPORTUNITY

Building & Park Maintenance Associate

Seasonal, Summer 2019

The Auburn Bay Residents Association (ABRA) is seeking a reliable and motivated Maintenance Associate(s) to work evenings and weekends.

The ABRA is responsible for maintaining and operating the Auburn Bay amenities. Reporting to the Landscaping and Amenities Manager, the Maintenance Associate's responsibilities include, but are not limited to:

- ✓ Maintenance duties in the building, lake, and park;
- ✓ Litter control;
- ✓ Set-up and cleanup of programs, special events, and rentals;
- ✓ Assistance at events (as required);
- ✓ Equipment preventative maintenance;
- ✓ General horticultural practices (weeding, weed-eating, cutting grass, pruning, fertilization, hedge trimming, watering, etc.);
- ✓ Enforce ABRA rules in an effective and courteous manner;
- ✓ Adhere to all ABRA regulations, guidelines, policies and procedures, and safety program at all times;
- ✓ Communicate effectively and courteously with the public and staff;
- ✓ Janitorial duties within the Auburn House Facility;
- ✓ Other duties as assigned.

Qualifications

- ✓ Ability to work independently and as part of a team and take direction;
- ✓ Effective communication skills;
- ✓ Attention to detail;
- ✓ Self-motivated, punctual, and reliable;
- ✓ Ability to safely operate the equipment and tools required for the position (lawnmower, gator, tractor, trimmer, vehicles, etc.);
- ✓ Ability to perform physical labour for extended periods of time under various weather conditions, including some heavy lifting.
- ✓ Confident to deal with stressful and situations;
- ✓ Ability to comprehend verbal and written instructions accurately;
- ✓ A valid class 5 Driver's License with a clean driver's abstract;
- ✓ Able to work outdoors in all weather conditions;
- ✓ CPR & First Aid certification is an asset;
- ✓ Satisfactory criminal background check.

If you are a hard worker, have a positive attitude, are willing to learn, and take pride in a job well done we would like you to join our team.

How to Apply

Please forward your cover a letter with wage expectations and resume to:

By Email: parksdept@auburnbay.org

By Fax: (403) 930-6456

Position will remain open until a suitable candidate has been selected.

We thank all applicants, however only individuals selected for interviews will be contacted.