



## The Long Point Region Conservation Authority is currently recruiting for:

### **GATE ATTENDANT / MAINTENANCE WORKER**

BACKUS HERITAGE, DEER CREEK, HALDIMAND, NORFOLK, WATERFORD NORTH

**Position:** Gate Attendant/Maintenance Worker

**Posting Date:** January 10, 2024

**Closing Date:** June 3, 2024 or until filled

**Job Status:** Summer Employment

**Department:** Conservation Areas and Parks

**Rate of Pay:** \$16.55

**Hours of Work:** 35 - 40 Hours/Week

**Posting No.:** 068-24

#### **Position Summary:**

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The Long Point Region Conservation Authority is seeking thirteen (13) individuals including students and youth for the position of Campground Gate Attendant / Maintenance at our Conservation Area Campgrounds. Reporting to the Conservation Area Supervisor, these positions are responsible for performing routine facility and ground maintenance, and operation of the gate while providing quality customer service. These positions run approximately ten (10) to eighteen (18) weeks in length.

Five (5) of the positions may be funded by Canada Summer Jobs (CSJ). Therefore, applicants applying under the CSJ program are required to be: a Canadian citizen or a permanent resident, or have refugee status in Canada, and be legally entitled to work in Canada; between the ages of 16 and 30 years of age at the start of employment.

#### **Qualifications:**

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- Knowledge and experience in the use of all types of grounds-keeping equipment required
- Basic computer skills required
- Cash handling experience an asset
- Must be willing to commit to the full duration of the work assignment
- Current Standard First Aid and CPR certification an asset
- A valid police check is required (18 years of age or older only)
- A valid driver's license is required

#### **Responsibilities:**

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- Provide quality customer service
- Perform routine maintenance tasks on Conservation Area facilities including sanitary duties such as cleaning washrooms and garbage collection, etc.
- Perform general maintenance on Conservation Area grounds including landscaping duties such as grass cutting, trimming of grass and foliage, etc.
- Registering guests, using the reservation system, proper collection of user fees occurring to the Conservation Area, and be accountable to the Conservation Area Supervisor for all such revenues
- Assist in controlling and regulating visitor access to the Conservation Area
- Open and close facilities as required
- Carry out all assigned duties in accordance with accepted safety practices
- Perform other duties as assigned

#### **Location/Working Conditions:**

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- One of the following: Backus Heritage Conservation Area, Port Rowan, ON; or Deer Creek Conservation Area, Langton, ON; or Haldimand Conservation Area, Nanticoke, ON; or Norfolk Conservation Area, Simcoe, ON; or Waterford North Conservation Area, Waterford ON
- Varied shifts, must be available to work flexible hours including evenings, weekends and holidays
- Outdoor work environment

**Benefits:**

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- Free access to LPRCA Conservation Areas
- Eligible to enroll in OMERS pension plan

**Term of Employment:**

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- Approximate Starting Date: Between April 29, 2024 and June 24, 2024
- Approximate Ending Date: September 2, 2024

**Application Deadline:** Monday, June 3, 2024, or until all positions are filled

**To apply:** Please send your cover letter and resume in a single PDF or MS Word document addressed to: Dana McLachlan, Long Point Region Conservation Authority, email [hr@lprca.on.ca](mailto:hr@lprca.on.ca) (Subject: 068-24 Gate Attendant-Maintenance, preferred location name).

We thank all applicants for their interest; however, only those being considered for an interview will be contacted. Personal information collected will be used solely for applicant selection in accordance with the Municipal Freedom of Information and Protection of Privacy Act. Long Point Region Conservation Authority is an equal opportunity employer. Accommodation will be provided in accordance with the Accessibility of Ontarians with Disabilities Act (AODA) upon advance notice of specific accommodation requirements.