

COMMUNITY SERVICES – STUDENT VILLAGE OF ROSSEAU SUMMER MAINTENANCE LANDSCAPER

Summary:	Monitors and maintains gardens, grounds, and waste receptacles in the Village of Rosseau.
Location:	15 Humphrey Drive and the Village of Rosseau
Department:	Community Services
Reports To:	Director of Community Services and Community Services Supervisor
Last Updated:	January 30, 2019

Tasks:

Maintenance

1. Operates a variety of parks and grounds maintenance equipment.
2. Cleans and picks up any litter on grounds to ensure a pleasant appearance and maintain curb appeal in the Village of Rosseau, the Rosseau Waterfront and the Rosseau Nursing Station.
3. Maintains the appearance of planters, baskets, boxes and benches and other grounds features by cleaning, weeding, watering, planting, replacing or making repairs.
4. Maintains trees and shrubs by trimming and pruning.
5. Maintains lawns by mowing, edging, raking leaves, laying sod and performing other lawn maintenance.
6. Performs minor repairs to equipment.
7. Notifies and reports to the supervisor of any identified issues.
8. Assists with special event functions.
9. Performs other job duties as requested by the Supervisor.

Custodial Maintenance

1. Empties and maintains waste receptacles in the village.
2. Disposes of waste daily at Seguin transfer site.
3. Cleans washrooms as required.
4. Cleans various municipal owned buildings within the village.

Customer Service

10. Responds to inquiries of the public in a respectful manner.

Other

11. Complies with Seguin Township policies and procedures.
12. Performs other related tasks as assigned by management.
13. Follows all Health and Safety Regulations.
14. Documents daily activities for future reference.
15. Must be able to work in inclement weather
16. Must wear CSA approved work boots
17. Able to work flexible hours as required.
18. Must have G licence.