

Each year, Westerner Park hosts more than 1,500 events and receives 1.5 million visitors, making us Central Alberta's largest convention, trade show, agriculture, entertainment and sports facility. The upkeep and visual appeal of our Grounds is an important aspect of the experience we provide to both our clients and our guests making this a home for celebration.

We are pleased to provide two (2) full time summer employment opportunities for Students from May-August 2018 in our Operations Department. As a General Services Employee and reporting to the Grounds Supervisor you will have the opportunity to be a key member of the Westerner Park Operations team primarily working with the Grounds team.

The Grounds team plays an integral role in ensuring that the Park is maintained, visually appealing and safe during all seasons for our events.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Under the direction of the Grounds Supervisor of Westerner Park, the General Service Employee is responsible for:

General Duties

- Operating powered equipment such as mowers, tractors, snow blowers, chain-saws, electric clippers, pruning saws and power grass trimmers
- Perform general day to day maintenance on grounds such as landscaping, spring cleanup, snow removal, and line painting
- Perform day to day maintenance on buildings such as drywall repairs, painting, door repairs, flooring repairs, and ceiling tile repairs
- Operate various tools, equipment and machinery for required grounds maintenance
- Cleaning of Grounds where required during and after events

Arborist Duties

- Plant and transplant as needed, including the site-backfilling, staking, watering, and mulching
- Prune trees for various reasons, haul and chip brush
- Note plant material for infestation and identify pests and diseases and apply appropriate corrective measures
- Ensure nutrient and water supply and consumption
- Complete records of work activity and plants/trees on site

Landscaper/Gardener Duties

- Care for established lawns by mulching, aerating, weeding, removing thatch, trimming and edging around flower beds, walks, and walls
- Actively participate in the planting and maintenance of annuals, perennials and shrub material
- Provide proper upkeep of planters, memorial benches, Harvest Gardens
- Trim and pick flowers, and clean flower/shrub beds
- Track and record all job expenses, including but not exclusively materials and hours worked
- Other duties as assigned

Safety responsibilities

- Maintain a clean and safe job site at all times
- Utilize required personal protective equipment at all times
- Understands and instructs crew members on proper job site security procedures
- Ensures all installation work is performed in accordance with industry and company standards
- Ensures all equipment safety and maintenance procedures are followed
- Ensures all company safety policies and procedures are adhered to
- Participates in safety meetings, training

QUALIFICATION REQUIREMENTS

- Willing to work weekends, and evening shifts when required
- Basic computer knowledge
- A valid Class 5 Driver's License
- Excellent oral and written communication skills
- Able to perform physical activities that require considerable use of arms, legs, moving your whole body, and moving or lifting heavy objects (50-70 pounds)
- Ability to work outdoors in inclement weather
- At least 15 years of age
- A Canadian citizen, a permanent resident, or protected person under the Canadian Immigration and Refugee Protection Act and legally entitled to work and study in Canada
- Resides and/or attends school in Alberta with an Alberta address
- Returning to high school or a post-secondary institution no later than November 1, 2018
- Must be enrolled in a program that will result in a Certificate, Diploma, or Degree. Technical training for Apprenticeship is not eligible
- Is available for full-time summer employment
- Participates in only one STEP position during the summer
- Not currently employed in the organization
- Not immediately related to the owners or staff responsible for hiring in the organization

AFFILIATIONS

Member of Westerner Employee Association

TO APPLY

Please email Cover Letter and Resume; Attention to; Human Resource Manager with the your name and the name of the position you are applying for in the subject line to askus@westernerpark.ca

This job description is not intended to be all inclusive. Personnel may perform other related duties as requested to meet the ongoing needs of the organization.