

Westerner Park is Western Canada's Event Centre...Your Home for Celebration! We provide premier facilities and service for agriculture and trade, sports and entertainment, conferences and meetings. We are community and team focused and continually growing.

The General Service Employee—Grounds is a key member of the Operations Department and is responsible for providing production setup for events and ensuring a high level of customer service for our clients and guests.

## ESSENTIAL DUTIES AND RESPONSIBILITIES

Under the direction of the Operations Supervisor, 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
- Understand and instruct crew members on proper job site security procedures
- Ensure all installation work is performed in accordance with industry and company standards

- Ensure all equipment safety and maintenance procedures are followed
- Ensure all company safety policies and procedures are adhered to
- Participate in safety meetings and training

### QUALIFICATION REQUIREMENTS

- A valid Class 5 Driver's License
- High School Diploma
- Eligibility for the Canada Summer Jobs Program
- Excellent oral and written communication skills
- Ability to carry out tasks safely, demonstrated thoroughness, willingness and dependability in completing all aspects of the job
- Strong commitment to excellent customer service and safety

**AFFILIATIONS** Member of the Westerner Employees Association

**RATE** \$17.00

**TO APPLY** Please email your Cover Letter and Resume to Human Resources at [HR@westernerpark.ca](mailto:HR@westernerpark.ca). Please include your full name and the position you are applying for **in the subject line**

**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.**

Thank you for your interest with Westerner Park. We look forward to reviewing your application.

Important Message: We thank all those who apply. Only those selected for further consideration will be contacted. This position will remain posted until successful applicants are found.