



Town of Midland – Job Posting

Position Title: Operations Summer Student
North Simcoe Sports and Recreation Centre (NSSRC)
Openings: One (1)
Status: Seasonal / Student full time
Department: Operations (NSSRC)
Hours: 40 hours per week (based on the needs of the business)
Duration: May 6, 2019 – September 2, 2019
Wage Rate: \$14.00 - \$ 17.00 per hour
Closing Date: **February 24, 2019**

The Town of Midland is currently seeking a **summer student starting May 6, 2019**, to assist the Operations Department at North Simcoe Sports and Recreation Centre (NSSRC) with various tasks as they relate to the maintenance of the recreation center.

As our ideal candidate, you are a student between the ages of 15 and 30, with an interest to gain the skills, work experience and abilities to transition successfully into the labour market. Preference will be given to those enrolled in post-secondary education, with experience working with various pieces of equipment ranging from hand tools to equipment used for grass cutting and general repairs. You will have excellent customer service and communication skills along with an ability to work effectively in a team. You will hold a valid Ontario Driver's License and First Aid/CPR certification would be an asset.

A more detailed job description is attached.

Apply in Confidence to:

Human Resources 575 Dominion Avenue, Midland, ON L4R 1R2

Email: hr@midland.ca

No phone calls please

The Town of Midland is committed to an inclusive, barrier-free environment. Accommodation will be provided in all steps of the recruiting process. Please advise the Human Resources Department if you require any accommodations to ensure you can participate fully and equally during the recruitment and selection process. The Town of Midland is a scent sensitive environment and we ask all applicants to refrain from wearing scents should they attend our offices.

Note: We thank all applicants that apply and advise that only those to be interviewed will be contacted. In accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, personal information is collected under the authority of the *Municipal Act* 2001, S.O. 2001, c. 25, and will be used for the purpose of candidate selection.



Town of Midland – Job Description

Operations Summer Student (NSSRC)

DUTIES AND RESPONSIBILITIES

- Operate small tools and equipment related to grass cutting and general repairs
- Assist in the set-up and clean-up of various rooms in the North Simcoe Sports and Recreation Centre as required by programs and events as well as assisting staff with ice maintenance, i.e.: filling Olympia, moving nets;
- Assist in regular cleaning procedures within the North Simcoe Sports and Recreation Centre, including sweeping, garbage disposal, cleaning washrooms, etc.
- Perform other general municipal maintenance duties as may be assigned in accordance with departmental and corporate objectives
- Perform outside maintenance and duties
- Ensure all tasks are completed to the acceptable standards and time limits
- Adherence to all Health and Safety Rules and Regulations (W.H.M.I.S., Occupational Health and Safety)
- Provide high standards of customer service
- Wear personal protective equipment as required
- Perform other duties as may be assigned from time to time.

QUALIFICATIONS

- Currently enrolled in secondary or post-secondary education
- Excellent communication and customer service skills
- Ability to work effectively in a team
- Certification in First Aid/CPR & WHMIS is an asset
- Must possess a valid Ontario Driver's License.

WORKING CONDITIONS

- Approved CSA safety boots **must** be purchased by students and worn at all times
- Staff shirts will be supplied by the Town and **must** be worn at all times;
- Work in extreme hot / cold conditions
- Physical demand requires standing, sitting, lifting, crouching and walking;
- Visual attention for health and safety compliance and personal safety while on the job.

REQUIREMENTS

- Required to work 40 hours a week, various shifts including weekends;
- Available to work from May 6, 2019 to September 2, 2019.