Job Summary

The Seasonal Buildings and Grounds Assistant, reporting to the Senior Water Operators, provides services regarding the care and maintenance of various buildings, grounds, and infrastructures across the District, including the Bassano Dam, Brooks Main Yard, Duchess Shop, Rainer Shop, Rolling Hills Shops, and other District locations.

Key Responsibilities

- Operate various types of equipment to manage weed and brush growth on the Eastern Irrigation District's (EID) irrigation and drainage systems.
- Perform mowing and weed wiping and general groundskeeping at EID facilities and properties.
- Perform a variety of groundskeeping duties across the District, including painting, cleaning, housekeeping, and garbage removal.
- Assist with the installation, removal, or maintenance of signs and other site fixtures.
- General labour assisting with pipeline repairs, washouts and other maintenance tasks as required.
- Assisting Water Operators with operational duties, including priming and dewatering irrigation infrastructure and maintenance activities
- Assist with the coordination and delivery of Bassano Dam Tours, as required.
- Communicate sincerely, clearly, tactfully, promptly, and professionally with co-workers, supervisors, management, customers, and the general public, responding to inquiries and concerns in a timely manner.
- Conduct regular daily inspections and maintenance of equipment to ensure proper working conditions.
- Ensure all work is performed safely and in compliance with applicable Occupational Health and Safety legislation, the Eastern Irrigation District's Health and Safety Management System, and all District policies, procedures, and programs, including participation in FLHA and safety tailgate meetings, required training, safe operation of tools and equipment, and proper use of required personal protective equipment (PPE).
- Perform additional tasks, consistent with the position, as may be required from time to time.

Job Qualifications

Required Experience

- Experience operating light-duty construction equipment and power tools is considered an asset.
- Familiarity and knowledge of the Eastern Irrigation District or ability to read and navigate using a map is considered an asset.

Required Skills

- Effective interpersonal, verbal, and communication skills.
- Strong organizational and time management skills with the ability to manage multiple tasks concurrently and meet deadlines.
- Self-motivated with the ability and willingness to work independently and cooperatively in a team environment.
- Valid Alberta Class 5 Driver's License.
- The following certifications are considered assets: WHMIS (Workplace Hazardous Materials Information System), First Aid, Fire Extinguisher Training, and Equipment Operation (applicable to assigned equipment). Training may be provided by the Eastern Irrigation District to obtain or maintain certifications required for the position.

Pre-Employment Requirements

- Selected candidates will be required to undergo pre-employment background checks, including a Criminal Record Check.
- Selected candidates will be required to provide a Driver's Abstract.
- Successful applications must provide proof of qualifications.

Pre-Employment Alcohol and Drug Test

The District recognizes that the use of alcohol and drugs can adversely impact a safe work environment and the well-being of others, as well as place the District's operations at risk. This position is a safety sensitive position and, as such, any person, including any current employee, who has applied for a safety sensitive position will be required to pass a Drug and Alcohol Test as a pre-condition to employment, being transferred or being temporarily assigned into a safety sensitive position as per the District's Drug and Alcohol Policy.