



### **Job Summary**

The Seasonal Rolling Hills Reservoir Campground Maintenance & Grounds Staff, reporting to the Campground Manager, are responsible for the upkeep, cleanliness, safety and day-to-day maintenance of campground grounds and facilities. This position includes weekend and evening shifts as required.

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### **Key Responsibilities**

- Maintain the overall cleanliness and presentation of the campground, including campsites, roads, trails, common areas, and recreational spaces.
- Perform landscaping tasks such as mowing, trimming, raking, weeding, watering, planting, and debris removal.
- Operate and maintain grounds equipment such as lawnmowers, trimmers, blowers, utility vehicles, and hand tools.
- Operate equipment to control weed and brush growth.
- Perform daily routine maintenance and cleaning, including replenishing of supplies of campground facilities, washrooms, showers, campsites, and public areas.
- Collect and dispose of garbage and recycling.
- Perform minor repairs on irrigation systems and campground facilities, along with general groundskeeping and site clean-up tasks.
- Prepare campsites for guest arrival, including fire ring cleaning, repositioning tables, and ensuring sites meet quality standards.
- Relate to and communicate with co-workers, supervisors, management, and others sincerely, clearly, tactfully, promptly and courteously; respond to inquiries and issues promptly and professionally.
- Ensure all operations are performed in a safe manner and in accordance with the District Health and Safety Management system program and District policies, procedures and programs in effect, and as amended from time to time, as well as applicable Occupational Health and Safety Act legislation including,
  - participating in FLHA safety tailgate meetings, on the job training, safety training seminars, safely operating tools and equipment, and completing work in a safe manner.
- Ensure any required Personal Protective Equipment is on site and worn in accordance with safe job requirements.

- Perform additional tasks, consistent with the position, as may be required from time to time.

### **Job Qualifications**

- Ability to perform physical outdoor work in various weather conditions.
  - Basic mechanical aptitude and ability to complete minor repairs. Experience with lawn maintenance equipment (mowers, trimmers, etc.) an asset.
  - Strong work ethic and ability to work independently or as part of a team.
  - Valid Alberta Class 5 driver's license.
  - First Aid certification an asset.
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### **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.