

Student Summer Employment

The Township of South Dundas is seeking applicants for the following positions:

- Iroquois Campground Attendants
- Public Works Aids
- Recreation Aids
- BIA Aid
- Lifeguards (Morrisburg and Iroquois)
- Carman House Interpretative Positions

Must be able to work with minimal supervision, have excellent people skills and public relations required.

For further information on the job descriptions, please see below.

Interested applicants should submit their resumes/applications by 4:30 pm Friday, March 19, 2010 to:

Township of South Dundas, 4296 County Road 31, Williamsburg ON, K0C 2H0

Please indicate which position(s) you are applying for. We thank all applicants for their interest, however, only those to be considered will be contacted.

Recreation Aid

Assist in the maintenance and repair of Township's recreational and civic buildings, parks
Involved in day-to-day work and special projects
Learn how to work in a team environment
Learn public relation and communication skills
Learn basic technical skills required to perform the tasks, as well as working safely

Iroquois Campground Attendant

Learn public relation and communication skills
Assist in maintenance and repair of campground facilities and equipment
Daily campground clean up – keeping the grounds clean
Daily cleaning of washroom facilities
Daily garbage pick-up
Gardening and yard maintenance as required
Cash receipting and daily deposits
Campsite bookings
Painting as required

Public Works Aid

Assist in the maintenance and repair of Township's roadways, sidewalks and road allowances
Assist in the maintenance and repair of Township's vehicles, machinery, buildings and equipment
Involved in roadway and sidewalk construction projects, as well as environmental projects (sewage, water, storm sewers, drainage and waste management)
Learn how to work in a team environment
Learn public relation and communication skills
Learn basic technical skills required to perform the tasks, as well as working safely

Lifeguard

Ensure that all rules are enforced in a professional manner
Ensure that anyone acting in an unsafe or inappropriate way is asked to leave the beach
Report any unsafe conditions or equipment
Are responsible for unlocking/locking doors, storing equipment on a daily basis
Ensure that necessary safety equipment and first-aid supplies are available and in proper working condition
Guard or instruct when necessary
Maintain the beach daily (remove seaweed, for example)
Ensure that washrooms are cleaned daily and are well stocked with supplies
Will use emergency phone responsibly

***** Must be able to work independently and with minimum supervision.*****

Carman House Interpretive Position

Conduct tours
Answer historical questions
Provide historical information
Housekeeping/gardening
Other duties as assigned

***** Must be able to work independently and with minimum supervision.*****

BIA Aid

Plaza clean-up – keeping the plaza neat by sweeping, and picking up debris
Help maintain many flowers gardens, planters, and help weed and water flowers
Do minor repairs and some painting
May include some paperwork
Assist Co-coordinator in various tasks to promote the business of the plaza
Other duties as assigned

***** Must be able to work independently and with minimum supervision.*****