

## Seasonal Maintenance Crew



### Purpose of Position

To participate in all waste management, landscaping and maintenance activities necessary for Greater Victoria Harbour Authority (GVHA) properties and facilities to be clean, well cared for, and safe for use at all times.

### Position Links

- Works both independently and in a team environment at times
- Reports to and receives direction from the Maintenance Manager
- May also receive direction from Horticulture Technician and/or Operations Administrator

### Specific Accountabilities

- Collects, cleans and removes all garbage and recycling, leaves, sand, logs, unknown containers, and graffiti from all GVHA properties and facilities
- Visually inspects GVHA's properties and facilities and addresses or reports any waste management, maintenance or safety issues/concerns to manager
- Performs light duty maintenance activities such as painting, minor repairs to fixtures or facilities
- Ensures a high level of customer service and public safety for all facilities and all activities of GVHA's Maintenance Department
- Assists with maintaining designated landscaping, primarily watering, and when directed installs new plants and participates in landscape maintenance activities such as weeding, mowing, etc.
- Demonstrates proficient driving ability of company vehicles, trailers and equipment

### Tools/Equipment

- Operates and maintains tools and equipment related to landscaping or maintenance, including hedge cutters, weed eaters, leaf blowers, pressure washers, lawn mowers, gardening tools, small hand tools, and pumps
- Operates motorized vehicles including garden tractors, watering truck, garbage and work trucks with power tail gates

### Working Conditions

- Seasonal full-time position starts mid-April and ends September or October
- Typical schedule is five days a week including weekends and Statutory holidays
- Shifts are 8.5 hours with a 30-minute unpaid break
- Waste management shifts include evenings up to 10:00pm
- Work primarily in an outdoor setting in all types of weather
- Maintenance Shop/office environment
- Working around floats, piers, vessels, ladders, and other hazardous conditions
- Physically demanding position which may include regular lifting and transfer of landscape materials, tools, etc., up to 50 lbs, including repetitive motions

### Experience and Education

- Experience with waste management, maintenance and/or landscaping an asset
- Experience and knowledge in the safe operation of landscaping and maintenance tools and equipment an asset

- Offer necessary training if limited experience in maintenance and landscaping
- Valid Class 5 Driver's Licence and abstract required
- Experience working with the public

**Personal Attributes**

- Punctual and reliable
- Strong communication and customer service skills
- Participates and communicates effectively in a team environment
- Excellent time management skills and ability to work independently or within a team
- Understands and follows procedures and processes
- Effectively contributes and participates in the safety culture of GVHA