



Town of South Bruce Peninsula

Sauble Beach Maintenance

Position Description

Reports to: Facilities Coordinator Status: Seasonal
Last Revised: February 1, 2020 Hours: up to 40 per week

Summary of Duties

Reporting to the Facilities Coordinator, the Sauble Beach Maintenance staff works in pairs, performing daily cleanup of Sauble Beach, in accordance with the Health and Safety Regulations.

Qualifications

- Ability to work evenings, weekends, and weekdays.
- Ability to work safely and in accordance with the Occupational Health & Safety Act.
- Excellent customer service skills.
- Able to complete outdoor duties for minimum 8 hours a day and lift up to 40 lbs.
- Previous experience in customer service and/or outdoor work considered an asset.
- Ability to understand and execute detailed written and oral instructions.

Responsibilities:

- Collection of garbage and recycling materials,
- Washroom maintenance,
- Provide on-site support to staff,
- Observation, documentation and troubleshooting problem areas related to operations.
- Problem-solving and critical thinking relating to complaints and observed problems.
- Provision of customer service, customer liaison relating to maintenance of public spaces. Address questions, concerns, complaints, and suggestions from the public and other stakeholders
- Performs other duties as assigned.

Working Conditions

- Deals with a high volume of varied tasks; constant changes of priority.

- Constant attention to customer service demeanor required
- High level of initiative required.
- Weekdays, weekends, evening and shift work required
- Works outdoors being exposed to extreme environmental conditions
- Ability to perform strenuous physical tasks when necessary.