

Job Opportunity

Public Works Student Supervisor

Duties:

- Under the direction of the Public Works Manager, the position will provide direction to and assist the Public Works Students with:
- cutting grass in ditches, playgrounds, and parks;
- maintaining Village Parks, Campgrounds, Cemetery and flowerbeds;
- emptying Village garbage receptacles on an as needed basis;
- cleaning Village facilities and vehicles;
- painting;
- assisting with preparations for Village of Mayo events (i.e. Canada Day);
- assisting at the Mayo Recycling Centre as needed; etc.

Qualifications:

- Completion of grade 12 or an equivalent level of formal and informal education; or completion of grade 10 plus a two year diploma program; or a two year apprenticeship program related to the duties of the position;
- applicants will be chosen based on the summer student hire policy (attached)
- must pass Reliability/Security Check through RCMP;
- must have a valid class 5 driver's license & driver education course certificate;
- applicants must have Social Insurance Number;
- must have clean drivers abstract;
- good organizational and planning skills; with a responsible, professional attitude.

Recommended Qualifications:

- current passport to Safety Certificate (or must be obtained during employment);
- knowledge of maintenance and small engine repair;
- Standard First Aid/CPR;
- preference may be given to youth enrolled in a post secondary institute and returning in the fall;
- preference may be given to Silver Trail area residents, 17 & older

Wages: \$20.47/hour based on 40 hours per week for 10 weeks starting on June 11 - August 17, 2018. The successful applicant may be asked to work additional hours as required. The PW Student Supervisor must provide his/her own steel toe boots and wear them for the duration of the employment with the Village. Other safety equipment must be worn and will be provided by the Village of Mayo.

Deadline for applications: May 22, 2018, at 4:00 p.m.

Please submit a letter of interest and a resume with copies of certificates received to:

Chief Administrative Officer, Village of Mayo, Box 160, Mayo, YT, Y0B 1M0, Phone (867)996-4300, fax 996-2907, email: caomayo@northwestel.net

