



Making a difference...together

Employment Opportunity

Park Attendant

Parks & Environmental Services – Regional Parks

Competition Number:	22/333
Employment Type:	Auxiliary
Hours of Work:	Up to 80 hours bi-weekly
Rate of Pay:	\$26.28 per hour (plus 14% in lieu of benefits) (2022 rates) \$27.33 per hour (plus 14% in lieu of benefits) (2023 rates)
Review of applications begins:	4:00pm on November 29, 2022

Job Summary

Under the general supervision and direction of the Parks Operations Supervisor, the Park Attendant performs a variety of routine janitorial, park facility maintenance and public relations duties. These duties are normally performed with a team of other Park Attendants and Park Maintenance Workers. The position requires some independent judgment and the ability to effectively respond to non-routine situations as they arise. Excellent public relations skills are essential for this front line position.

6 positions available. The anticipated length of the term assignment is approximately 5 months.

This position requires a clear criminal record check. The applicant/incumbent will be required to undergo a criminal record check in order to work in this position and to report to their supervisor if any criminal charges are laid against them that may be related to their employment in this position.

Qualifications

- Must possess a valid BC Driver's Licence.
- Will be required to provide a drivers' abstract.

Applications

To apply for this exciting opportunity, please visit www.crd.bc.ca and submit your application on our [careers page](#).

We welcome all qualified applicants to apply and may consider a combination of experience, education and/or training where possible.

NOTE: For the health and safety of our employees, customers and the communities we serve, the CRD requires verification of your COVID-19 vaccination status as a condition of employment.

What is the CRD?

The Capital Regional District (CRD) is the regional government for 13 municipalities and three electoral areas on southern Vancouver Island and the surrounding Gulf Islands, serving more than 432,000 people.

Our administrative boundaries span the Traditional Territories of many First Nations, all of whom have a long standing relationship with the land and waters from time immemorial that continues to this day.

We value the diversity of the people we hire and serve. In our commitment to bring differing perspectives to our workplace, and to deliver the best possible service to our customers, we encourage and welcome applications from all people with diverse backgrounds, abilities, and lived experiences.



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Typical Duties and Responsibilities

People working in this role can expect to be responsible for performing the following duties. This list is not meant to be comprehensive and other related duties similar in scope and complexity may be performed.

- Conducts routine clean-up of all park facilities and grounds.
- Assists in ensuring all park buildings, vehicles and equipment are secure.
- Takes steps to repair or secure any hazardous conditions and notifies immediate supervisor.
- Provides information to park visitors in a positive, courteous and professional manner.
- Educates park visitors in park protection regulations and enforces regulations when required in a positive, courteous and professional manner.
- Works cooperatively with volunteers and partners.
- Assists in the set-up of park special events as required.
- Assists in the suppression of brush and forest fires as required in accordance with WorkSafe BC regulations and BC Ministry of Forests fire suppression regulations.
- Ensures all work is performed in accordance with WorkSafeBC regulations and CRD Regional Parks policies and procedures and that all required data collection forms and other report are completed and submitted.
- Operates a variety of CRD Regional Parks vehicles (two and four wheel drive) and the special events trailer.
- Operates work boats on lake surfaces.
- Operates standard power tools and equipment.
- Follows all policies, procedures and standards of the CRD.
- Performs other related duties as required.

Knowledge, Skills and Abilities

To be successful at the CRD, candidates should have a shared understanding of our [Cultural Traits](#) and [Statement of Reconciliation](#) with Indigenous peoples. Additionally, ideal candidates would possess the following role specific knowledge, skills and abilities:

- Valid WorkSafeBC Occupational First Aid Level 1 certification.
- Valid Pleasure Craft Operators Card (PCOC).
- Excellent communication (verbal and written), interpersonal and customer service skills are required.
- Knowledge of CRD Regional Parks policies, procedures and regulatory bylaws.
- Knowledge of Workplace Hazardous Materials Information System (WHMIS).
- Experience in public relations and able to work cooperatively in a team environment with park staff and other agencies.
- Basic knowledge of and experience in the operation of small equipment (small two stroke and four stroke engines).
- Able to understand and carry out verbal and written instructions.
- Previous experience in related fields of work with a demonstrated interest in park work.
- Dealing with difficult situations in a positive, courteous and effective manner.
- Physically fit and able to perform heavy manual labour in all weather conditions.