

Employment Opportunity

The Village of Tatamagouche

Job Title: Summer Maintenance
Date: June 5th – October 7th, 2017
Reports to: Sara Forbes, Village Clerk

Job summary: Mowing & whipper snipping grass, garbage collecting, general maintenance, gardening, care of flower baskets, painting and other tasks as they arise. Hours will vary during season, 40 hours week maximum, unless authorized by commission. Will is unsupervised. Wage for the 2017 season will be \$14.00/hour with reimbursement for mileage at \$0.45/km. Applicant must have their own truck. Average mileage per two week period is 200 km.

Responsibilities:

- To ensure wearing proper safety clothing/vest, work boots, safety glasses, work gloves, daily basis.
- Keeping accurate time cards (provided) and submitting to clerk bi-weekly
- Mowing lawns within village limits, including all trim (area where 311 & # 6 merge, between sidewalk and road from 311 to Lake Rd, Blair Avenue & Maple Avenue, area between Sunflower & MacEachern Insurance, hill across from MacEachern Insurance, area beside Library, over & under retaining wall across from Marathon Bakery) to ensure complete on weekly basis.
- Collection of debris from trees, to ensure complete on an as needed basis.
- Whipper snipping around head stones, to ensure complete on weekly basis.
- Garbage collection and disposal, to ensure complete on weekly basis. (There may be another individual assisting with this task)
- General maintenance and painting of village structures, to ensure complete on as needed basis.
- Lawn care of the cenotaph, to ensure complete on weekly basis.
- Watering and care of hanging baskets, to ensure complete on a daily basis.
- Watering and care of flower beds provided by the village, to ensure complete on a daily basis.
- Lawn care of Campbell Shipyard Marina, garbage collection & disposal, cleaning of washroom facilities (clean & replacement of toilet paper), to ensure complete on weekly basis
- Picnic tables to be cleaned, painted and taken to Campbell Shipyard Marina at first of season, returned to Village shed at end of season
- General maintenance and garbage removal at Patterson's Wharf, to ensure complete on weekly basis, along with routine inspections of property and wharf for any obvious issues.
- Pick up and placement of hanging baskets at first of season and disposal at end of season
- General maintenance & care of all equipment, to ensure complete on daily basis, reporting to the Village Clerk.

Please submit your cover letter and resume to the Village Commission by Wednesday, May 31st:

Mail at: PO Box 119, Tatamagouche, NS B0K 1V0

Email at: tata.village@ns.sympatico.ca