



Employment Opportunity

Parks and Facilities Attendants (2)

Department:	Community Services and Human Resources
Division:	Parks and Facilities
Compensation:	\$17.95/hour - \$21.69/hour
Hours of Work:	Hours and schedules will vary based on facility bookings and operational requirements. Shifts may be scheduled at various times, with the majority of shifts occurring during evenings, weekends and holidays, as required and approved by the Department Head.

POSITION OVERVIEW

Reporting directly to the Supervisor of Parks and Facilities, this role is responsible to perform activities related to the operation and maintenance of the Township's parkland infrastructure on a part-time basis.

KEY DUTIES & RESPONSIBILITIES

- Ensure the safe and effective operation of Township equipment used for lawn maintenance, ball diamond maintenance, facility operations, ice resurfacing, and other related activities
- Conduct daily safety and maintenance inspections of equipment.
- Assist with minor repairs to fences, bleachers, and outbuildings.
- Maintain, clean, and stock washrooms.
- Report any needs for maintenance or repairs.
- Keep accurate and comprehensive records related to parkland infrastructure.
- Enforce park rules and regulations to ensure compliance by all users.
- Execute duties in accordance with departmental policies, procedures, and standards, ensuring full compliance with legislative and regulatory requirements to minimize corporate liabilities and mitigate risk.
- Perform maintenance and upkeep of facility grounds, including routine lawn care, trimming, and gardening; removal of litter, debris, and yard waste; and seasonal duties such as snow clearing and ice control to ensure walkways, entrances, and outdoor areas remain safe, clean, and accessible.
- Undertake additional duties and special projects as assigned.
- Participate in the Township's Training and Development Program and Annual Goal Setting Program as required.

- Adhere to the Occupational Health and Safety Act and Regulations, the Township of Puslinch Occupational Health, Safety, and Workplace Violence Policy and Procedures, and established industry guidelines.

SKILLS & QUALIFICATIONS

- Excellent verbal and written communication skills.
- Excellent interpersonal skills and customer service skills including the ability to work effectively in a team environment.
- Strong organizational and problem-solving skills.
- Minimum 1 year of experience in a related environment.
- First Aid/CPR Certificate.
- Valid WHMIS Certificate
- Knowledge of applicable legislation including the Ontario Health and Safety Act.
- Sound judgment and excellent decision-making skills.
- Valid G driver's licence in good standing is considered an asset.

WORKING CONDITIONS

- Generally outdoor environment.
- Occasional exposure to conflict situations.
- Moderate to heavy physical activity.
- The successful candidate must be available to work a flexible schedule, including evenings and weekends.
- Must be able to work after hours or when deemed necessary to meet deadlines and deal with crises.

Applicants are invited to submit a cover letter and resume by no later than 4:00 p.m. on Tuesday, September 29, 2026.

ATTENTION: HR Department, Township of Puslinch, 7404 Wellington Road 34, Puslinch ON N0B 2J0. E-mail: hr@puslinch.ca or F: (519) 763-5846. Please respond by one method of application only. **No phone calls please.** Personal information in relation to the recruitment and hiring process is collected under the authority outlined in the Municipal Freedom of Information and Protection of Privacy Act.

The Township is an equal opportunity employer. We thank all applicants for their interest, however, only those selected for an interview will be contacted. Accommodation for disabilities is available for all parts of the recruitment process. Applicants must make their needs known in advance. If you require an accessible format, please contact hr@puslinch.ca.