



Job Description

POSITION TITLE:

Public Works Summer Student 2025

DEPARTMENT:

Public Works

TITLE OF IMMEDIATE SUPERVISOR:

Reports to the Public Works Foreman

HOURS OF WORK:

This contract will run from **May 5, 2025, to August 28, 2025**. Shifts will be Monday to Thursday 6:30 a.m. to 5:00 p.m. with one half (1/2) hour for lunch.

PURPOSE OF POSITION:

The Public Works Summer Student is responsible for aiding the Public Works team with basic roads and works maintenance activities including painting, sign maintenance, traffic control, garbage removal, grass trimming etc. The Public Works Summer Student will safely operate a variety of equipment and is responsible for supplying his/her own steel-toe work boots.

RESPONSIBILITIES:

This position will:

- Travel throughout the County to various work sites
- Perform general labor tasks as needed
- Assist with traffic control, including flagging and directing traffic safely
- Operate weed eaters for vegetation control
- Support road maintenance and repair activities
- Assist with sign repair and maintenance
- Wash and clean vehicles and equipment
- Maintain cleanliness of the shop and work areas
- Remove debris, including animals, from roads
- Assist with painting tasks as required
- Clean garage bays and compound.
- Other duties as assigned.
- Previous general labour and light equipment operation experience is considered an asset
- Must currently be enrolled on a full-time basis at a post-secondary institution

QUALIFICATION REQUIREMENTS:

- Must be physically able to lift, pull and push heavy objects.
- Valid G or G2 Ontario Driver's License with a clear driving record.
- Valid CPR and First Aid training is an asset.

WORKING RELATIONSHIPS:

Internal: Work with Public Works staff and Parks and Recreation staff.

External: Work with public, contractors.

UNIFORM REQUIREMENTS:

CSA approve steel-toe work boots, comfortable clothing.

APPLICATION PROCEDURE:

Please submit your resume in PDF format to:

Jenna Gallman
Financial Services Clerk
jgallman@zorra.ca

Application deadline: **Tuesday, February 4, 2025, at 5:00 p.m.**

Only successful candidates will be contacted for an interview.

The Township of Zorra is committed to providing accommodation for persons with disabilities. Accessibility accommodations are available for all stages of the recruitment process. If contacted for an employment opportunity, please advise the Township if you require accommodation.

If you require this document to be in an accessible format, please contact the Director of Corporate Services at clerk@zorra.ca or 519-485-2490 ext. 7228.