

SUPPORT STAFF JOB POSTING

To: All IUOE Employees
From: C. McIntyre, Secretary-Treasurer
Date: April 5, 2022

SUBJECT: JOB POSTING #2021-58

The Secretary-Treasurer's Office will accept applications in writing up to **Tuesday, April 12, 2022 – Noon** - for the following position:

SUMMER STUDENT WORKERS (2 Positions)

Two full-time, temporary positions, 8 hours per day, are available to students for summer employment, between the end of post-secondary classes in April and August 31, 2022. The terms and conditions of the IUOE Collective Agreement shall apply. Rate of pay is according to schedule.

Job Summary:

The student labourer will be responsible to assist current employees in the Operations Department with several summer projects.

Job Duties:

- (a) Assists employees with maintenance projects; may include painting.
- (b) Assists with maintaining playing fields and grounds as required.
- (c) Operates district vehicles, if required.
- (d) May work with small gasoline engines and power washing equipment.
- (e) Works outdoors in inclement weather.
- (f) Practices all applicable School District and WCB safety policies.
- (g) Works with and under the supervision of a tradesperson as assigned.
- (h) Performs other related duties as assigned or required.

Job Requirements:

- (a) Preference will be given to students currently in post-secondary studies or who will be completing grade 12 and who will be attending post-secondary education in September.
- (b) Must be physically able to perform the duties of the position.
- (c) Must demonstrate the ability to communicate effectively with others both verbally and in writing.
- (d) Must be aware of and follow safety procedures.
- (e) Must exercise discretion and confidentiality in dealing with all matters pertaining to students and staff.
- (f) Must have a valid driver's license or "N" and provide a driver's abstract.

PLEASE POST