



Renfrew
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Bridging Charm and Convenience

SUMMER EMPLOYMENT OPPORTUNITY

#25.10 - Summer Maintenance/Labourer-Parks & Rec (2 positions)

Department of Community & Recreation Services

Description:

The Town of Renfrew invites applications for the position of Summer Maintenance/Labourer. The summer maintenance/labourers will be responsible for assisting full time staff to ensure the cleanliness and maintenance of designated facilities and parks for the Town of Renfrew. This includes, but not limited to:

- Performing regular cleaning and housekeeping duties of indoor spaces.
- Performing required maintenance of outdoor spaces (i.e. mowing, whipping, raking, etc.).
- Performing the setup and tear-down of facilities according to booking schedules/special events.
- Assisting full-time staff with general duties.
- Completing all responsibilities in accordance with relevant safety policies and within policies of the Town of Renfrew.

The availability of this position is subject to funding approval by Town Council.

Qualifications:

- Able to work evenings and weekend shifts.
- Must be alert, physically fit, and capable of following instructions with minimal supervision.
- Required to work in a number of different environments (i.e. weather, noise, etc.).
- Ability to communicate with coworkers and ratepayers.
- Experience in construction and operating landscape maintenance equipment such as weed eaters, lawnmowers, etc. will be considered an asset.
- Must have a valid G2 Driver's License (minimum).

Rate of Pay/Hours of Work/Location:

- \$17.70/hour (under review)
- 40 hours/week
- The employment term for this position will be 16 weeks from May through August.
- myFM Centre – 1 Ma-te-way Drive, Renfrew ON

**Qualified applicants are invited to submit their resume, stating:
"Town of Renfrew - #25.10 Summer Maintenance/Labourer-Parks & Rec"
by 4:00 p.m., Wednesday March 5th, 2025, to:**

Town of Renfrew, Attn: Jenn Fleming, Compensation/HR Specialist
127 Raglan Street South, Renfrew, ON K7V 1P8
EMAIL: jfleming@renfrew.ca (in MS Word or pdf format)

Thank you for your interest, however, only applicants considered for an interview will be contacted. Accessibility accommodations are available for all parts of the selection process. Applicants must make their needs known in advance. Information collected will be handled in accordance with the Municipal Freedom of Information and Protection of Privacy Act.