



SCHOOL DISTRICT 78
FRASER-CASCADE
EVERYONE PULLING TOGETHER

INTERNAL POSTING No. 25-006
TEMPORARY

UNION VACANCY NOTICE

June 12, 2024
Date of Distribution

Applications are invited for the following position as detailed below:

EFFECTIVE DATE: July 2 – August 30, 2024

DESCRIPTION: Casual Groundskeeper (up to 2 positions available)
40 hours per week

LOCATION: District

HOURLY RATE: \$ 27.93

DEADLINE DATE: June 18, 2024 at 2:00 p.m.
(Applications will not be considered after 2:00 p.m.)

Major Duties/Qualifications: Classification Description at each location

Please direct all applications to: Human Resources
School District No. 78 (Fraser-Cascade)
650 Kawkawa Lake Road
Hope, B.C. VOX 1L4
Fax (604-869-7400)
Phone (604-869-2411)
Email laurie.bjorge@sd78.bc.ca

PLEASE POST ON SCHOOL BULLETIN BOARD

INTERNAL APPLICANTS ARE GIVEN FIRST CONSIDERATION

All applicants not currently employed by this School District must sign a release to permit a criminal record review prior to confirmation of hiring



GROUNDSKEEPER

Summary

Performs manual and semi-skilled work including maintenance of district buildings, grounds and playground equipment to ensure safety, serviceability and appearance.

Job Description

- This position is under the direction and supervision of the Director of Transportation and Facilities.
- Operates grounds equipment, such as tractors, small dump trucks, backhoes and lawn mowers.
- Inspects vehicles or trailers, secures chains and hitches. Maintains logbook.
- Cuts grass, prunes trees, plants shrubs, weeds and rakes leaves. Fertilizes grounds as directed.
- Inspects, cleans, and clears grounds and work areas of debris and hazardous materials. Disposes of refuse. Empties garbage cans. Sweeps sidewalks and driveways. Maintains shop area.
- Assists trades with installation or demolition of structures or fixtures. Disposes of building refuse.
- Grades and maintains fields and parking lots.
- Loads and unloads vehicles. Sorts, stacks and transports materials and equipment.
- Clears snow and salts sidewalks, curbs, steps and driveways.
- Moves furnishings, equipment, power tools, materials. Erects ladders or scaffolding.
- Constructs retaining walls and drainage systems. Inspects, installs and repairs playground equipment, fencing and curbing.
- Hauls grounds materials, debris and equipment.
- Cleans work areas, culverts, catch basins and drains to ensure proper drainage.
- Operates, inspects and performs minor maintenance of lawn mowers, tractors, weed eaters and other equipment.
- To maintain the confidentiality of sensitive information seen or heard.
- All employee conduct must be in compliance with school district policies and provincial legislation.
- *This description includes the essential elements required for job identification and evaluation. However, it does not provide an exhaustive list of duties to be performed.*

Date created: July 1, 2024	Date reviewed:	Date edited:
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GROUNDSKEEPER

Typical Qualifications and Skills

- Grade 12 or equivalent
- Grounds maintenance courses (equivalent to 3 months of course work)
- Six months of equipment operation or grounds maintenance experience.
- Up to date Workplace Hazardous Materials Information System (WHMIS)
- Sufficient strength and stamina to perform the duties and responsibilities of the position to permit the performance of heavy manual work outdoors in all weather conditions.
- B.C. Class 5 driver's licence and driver's abstract

Date created: July 1, 2024	Date reviewed:	Date edited:
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