

# THE DISTRICT MUNICIPALITY OF MUSKOKA

## Community Services

### Job Description

**POSITION TITLE:** Maintenance Helper

**CLASSIFICATION:** Summer Student

#### **POSITION SUMMARY:**

Responsible for assisting other maintenance department employees as required. Responsible for grounds maintenance.

#### **MAJOR RESPONSIBILITIES:** (Not limited to)

- Assists other maintenance department employees required;
- Performs grounds maintenance, which may include: weeding, watering flower beds and planters, general upkeep of the grounds, picking up debris, planting shrubs and flowers and adding mulch;
- Performing building maintenance, which may include painting of resident rooms, refinishing outdoor furniture, improving the general appearance of the facility;
- Assist with the moving and receiving of furniture and/or supplies.
- Other related duties as assigned.

#### **EDUCATION, EXPERIENCE AND QUALIFICATIONS:**

Student should be able to work independently. Must also be able to assist the Maintenance Worker as required.

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Students must be enrolled in full-time post secondary studies for the following school year with proof of enrolment provided to the Human Resources department when requested.

Students shall be hired based on qualifications, experience, skills, abilities and course of study applicable to position being filled. Relationship to another employee in the District shall not be a consideration in the hiring process.