

Job Opportunities

The Corporation of the Town of Orangeville
invites applications for

Parks Maintenance Students – Horticulture Community Services Department

Contract dates: April 25, 2022 to September 5, 2022

The Town of Orangeville is seeking two Parks Maintenance Students – Horticulture to assist with maintaining the Town's landscapes. Duties of this position include the preparation and planting of annuals, perennials, trees, and shrubs; watering, pruning, fertilizing, cultivation, mulching, and edging tasks; care and maintenance of grass; daily inspections of vehicles and equipment; and other duties as assigned.

This position will require working various shifts, including evenings, weekends, and some statutory holidays. Normal hours of work for this position will be up to forty (40) hours per week.

Qualifications:

- Full-time enrollment in a post-secondary education program relating to horticulture
- Previous work experience in horticulture is an asset
- Valid Driver's License in good standing

Please note:

- The hourly rate for this position is currently under review.
- To be eligible for this job, students must be enrolled in full-time post-secondary education. Preference is given to those returning to full-time post-secondary studies in the fall. Students may be asked to provide proof of enrolment.
- All student interviews are expected to be scheduled in February 2022. We will work within the Winter 2022 reading weeks advertised by Ontario post-secondary institutions; however, please be advised that we may not be able to accommodate every school schedule. Virtual interview formats are available.
- All Town student positions are subject to budget and grant approval, and thus may be subject to change.
- The Town expects to hire two students in this position; however, due to the COVID-19 pandemic, this recruitment could be modified or cancelled.

Eligible students are invited to submit their resumes, in confidence, to Sarah Alexander, Human Resources Assistant, no later than 12 p.m. on **Friday, January 28, 2022**. Applications may be submitted online, or in person to the Town Hall located at 87 Broadway.

To select the best candidates to serve the Town of Orangeville and its people, several screening tools, including Police Record Checks are required as part of the hiring process for some employment or volunteer positions. When requested, applicants are required to provide a Police Record Check as a condition of their offer of employment. Police Record Checks must be dated within three (3) months of the employment offer to be considered valid. The specific type of Police Record Check required will be indicated in the job posting qualifications.

All new or rehired Town of Orangeville employees, volunteers and students, including returning Town of Orangeville Seasonal and Student employees, are required to be fully vaccinated against COVID-19 as a condition of being hired or rehired by the Town of Orangeville. The requirement to be fully vaccinated is subject to the Ontario Human Rights Code. If you are not fully vaccinated, a documented medical reason provided by a physician or registered nurse and time period for the medical reason may be accepted.

The Town of Orangeville is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance. By submitting your personal information to the Town of Orangeville, you consent to the collection, use, and disclosure of that information in connection with our recruitment, hiring and/or employment processes. Personal information on this form is collected under the authority of the Municipal Act, 2001, S.O. 2001, c.25, as amended, and will be used to determine the qualifications for employment with the Town of Orangeville. Questions about this collection should be directed to the Manager, Human Resources at 87 Broadway, Orangeville, Ontario L9W 1K1.