



The Corporation of the City Of Brantford Parks & Facilities

requires

Parks Maintenance Projects Intern (Up to 24 Months)

Job ID# 1537

Reporting to the Manager of Parks Services, the Parks Maintenance Projects Intern will work in a team environment providing assistance to the Parks Services team on park, trail and open space maintenance projects.

Other duties include:

- Assisting with preparing various site plans, concepts, planting plans and related landscape construction details for parks maintenance projects
- Assisting with preparing and compiling site inventory/analysis information and assisting with site inspection duties
- Conducting product, material and historical research to identify appropriate equipment, materials and/or approaches to successfully implement a parks maintenance project
- Assisting with preparing procurement documents for parks maintenance projects
- Compiling reference material as well as compiling and organizing data collected through community consultation surveys
- Determining site calculations (area, volume, perimeter, etc.) and completing cost and material estimates
- Obtaining utility locates and product or service quotes including quotes for soil or material testing
- Maintaining files, printing, scanning and other duties as assigned

QUALIFICATIONS

- Successful completion of a two (2) year community college program in civil engineering, landscape design, architecture, or equivalent related field
- Minimum (1) year previous work related experience
- Demonstrated experience in preparing and reading maps, site plans, planting plans, presentation drawings, graphics as well as construction drawings/details and architectural drawings
- Experience with a variety of computer applications such as AutoCAD, Microsoft Office, Adobe Acrobat. Working knowledge of ArcGIS and Illustrator is considered an asset
- General knowledge of landscape design and park maintenance is considered an asset
- Practical site experience in landscape construction and maintenance are considered to be assets
- Ability to work independently
- Time management/organizational skills to identify priorities and re-arrange work required to meet identified deadlines
- Possess a valid class G Driver's license in good standing during the course of employment

WAGE/SALARY RANGE: \$25.57 to \$28.41 per hour (based on 35 hours a week)

To apply on-line, please visit the City of Brantford website at <https://careers.brantford.ca/> and click on **Current Opportunities**.

Closing date for applications: **Thursday, May 19, 2022, at 4:30 p.m.**

Information gathered relative to this position will only be used for candidate selection.

We thank each applicant for taking the time and effort to submit your resume, however, only candidates to be interviewed will be contacted.

Our organization is committed to promoting the independence, dignity, integration, and equality of opportunity of persons with disabilities by ensuring the accessibility of our facilities and services. Accommodations are available for all parts of the recruitment and selection process. Applicants need to make their required accommodations known in advance.