



Position: Roads Maintenance
Department: Public Works, Rural Roads and Urban Services
Reports to: Assistant Manager of Roads and Urban Services

Position Summary:

Purpose of the division is to provide a safe and efficient transportation network through the implementation of a preventative maintenance program that is designed to enhance the life span of the road systems and to provide an effective capital works program that is designed to provide the most benefit to the community as a whole.

Duties and Key Responsibilities:

Activities include but are not limited to:

- Paving, patching and pot hole repairs;
- Shoulder maintenance and washout repairs;
- Grading and gravel resurfacing;
- Dust control and street sweeping;
- Ditching and culvert repairs;
- Sidewalk maintenance and repairs;
- Streetlight, traffic signals and pavement marking;
- Sign installation and repairs;
- Tree brushing and limbing;
- Roadside debris and litter pick up;
- Traffic control;
- Maintenance and repair service to roads and roadsides such as culverts, signs and patching;
- Traffic control during construction projects;
- Assisting in construction, maintenance projects and roadside grass maintenance;
- Maintenance of winter equipment including sandblasting and painting;
- Cleaning of equipment, vehicles and buildings;
- Following COVID-19 policies and procedures; and
- Assistance in equipment maintenance.

Qualifications:

- Full-time enrollment at an educational institution during preceding academic year;
- Will be returning to full-time enrollment at an educational institution for upcoming academic year;
- Must provide own CSA approved safety footwear;
- Valid Class G Driver's License with a clean abstract; and
- Demonstrated public relations skills.

Desirable Qualifications:

- First Aid and CPR certification;
- WHMIS certification; and
- Post-secondary education in a related field.

Acknowledgement

Employee Signature: _____

Date: _____



Come for a visit. Stay for a lifestyle.

Trent Hills is a vibrant and growing community with a population of 13,000 that is located on the Trent Severn Waterway amongst the rolling hills of Northumberland County. Trent Hills is looking to add to its team and invites applications for the following **Summer Student** positions:

Public Works:

Roads Maintenance (May - August)

Parks & Recreation:

Parks Maintenance (May - August)

Marina Attendant (May – August)

Crowe Bridge Park Attendant (May – August)

Administration:

Administrative Assistant (May – August)

Planning and Development:

Planning Assistant (May – August)

A student is defined as a person between the ages of 15-30 at the start of employment, registered as a full-time student in the current academic year (2022/2023), and has the intent to return to school on a full-time basis during the next academic year (2023/2024). You must be available to work from May to the end of August.

For the Roads Maintenance, Parks Maintenance and Crowe Bridge Park Attendant positions, you must be a fully licensed Class G driver. **An acceptable driver's abstract (3-year uncertified driver's record) must be submitted with your application.** Summer student positions are full-time positions. The Marina Attendant and Crowe Bridge Park Attendant positions are required to work day, evening and weekend shifts. The pay rate for summer student positions is \$15.50 per hour with the exception of the Planning Assistant position. The Planning Assistant rate of pay is \$18.00 per hour.

The availability of these positions is subject to funding approval.

Resumes will be received until **2:00 p.m. on Wednesday, February 1, 2023.** Please clearly identify the position(s) you are applying for.

Attn: Kari Petherick, Coordinator of Human Resources

Municipality of Trent Hills

P.O. Box 1030

66 Front Street S

Campbellford, ON K0L 1L0

Telephone: (705) 653-1900 ext. 225

kari.petherick@trenthills.ca

All information is collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990, Chapter M45. We thank all applicants who apply but advise that only those selected for an interview will be contacted. In accordance with the Accessibility for Ontarians with Disabilities Act, the Municipality of Trent Hills is pleased to accommodate individual needs of applicants with disabilities within the recruitment process. Please call 705-653-1900 ext. 225 or email kari.petherick@trenthills.ca if you require an accommodation to ensure your participation in the recruitment and selection process.