



1100 Fifth Line East
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SSMRCA Job Posting Operations Assistant Seasonal Position

General Description:

The Sault Ste. Marie Region Conservation Authority (SSMRCA) is seeking a hard-working and reliable employee to join our team. The Operations Assistant is responsible for carrying out maintenance and operational activities on Conservation Authority lands and structures. To be successful in this position, you will be required to work efficiently both alone or as part of a team, enjoy working outdoors, and be able to perform strenuous physical tasks.

Key Duties:

- a) Carry out maintenance activities on Conservation Authority lands and structures, including but not limited to grass cutting on flood control channel banks, debris and vegetation removal from within the flood control channels, maintenance of the Fort Creek Dam as well as routine maintenance of conservation areas;
- b) Assist with office and workshop buildings maintenance as required;
- c) Maintain, operate and repair Conservation Authority owned or rented equipment;
- d) Ensure that all work conducted on Conservation Authority lands or within Conservation Authority structures is undertaken in a safe and responsible manner and in compliance with current Health and Safety Regulations;
- e) Assist in the monitoring of flood control structures and in collecting flood flow information;
- f) Assist with emergency response, or to respond to emergency situations including flood events;
- g) Perform other related duties as directed by the Operations Foreman or the General Manager.

Qualifications:

- Must have a valid driver's license within the Province of Ontario, and a satisfactory driver's abstract.
- Minimum of a high school diploma, post-secondary education in a related field is preferred.
- Experience as a general labourer and in the operation of heavy equipment is an asset.
- Certification in First Aid / Chainsaw Operation would be preferred.
- Willingness to undertake training as needed.
- Ability to do physical labour and other strenuous physical tasks.

- Ability to work in all weather conditions and outside of regular workday (after hours/weekends).
- Must be a team player, punctual and reliable.

Conditions of Employment:

- Workplace is located at the Sault Ste. Marie Region Conservation Authority office at 1100 Fifth Line East, Sault Ste. Marie, Ontario;
- Seasonal, full-time position (35 hours/week during the spring to fall as needed);
- Wage rate will be dependent upon the level of qualification of the chosen candidate.

Anticipated start date: May 25, 2020

How to Apply:

Please mail or email your resume clearly marked "Operations Assistant" by 4:00 p.m. on Thursday, May 14 to:

Corrina Barrett, General Manager
Sault Ste. Marie Region Conservation Authority
1100 Fifth Line East, Sault Ste. Marie, Ontario P6A 6J8
Email: cbarrett@ssmrca.ca

- The Sault Ste. Marie Region Conservation Authority is an equal opportunity employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code.
- Personal information provided is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act.

We thank all applicants for their interest; however, only candidates under consideration will be contacted.