



Town of
Portugal Cove-St. Philip's

Employment Opportunity

<u>Position Title:</u>	Municipal General Worker - Temporary
<u>Salary Classification:</u>	Municipal General Worker
<u>Department:</u>	Public Works
<u>Status:</u>	Unionized Full Time (35 hr/wk) Temporary

The Town of Portugal Cove – St. Philip's is seeking applications for a Municipal General Worker position on a temporary basis. This position is within the Facilities Division of the Public Works Department and will be involved in the maintenance and repair of all Town facilities, including indoor and outdoor recreational facilities and Town buildings. We are seeking a reliable team player who can show initiative and understand the importance of health and safety in the workplace. This position is subject to shift work as per Article 16:07 of the collective agreement. The Town is an equal opportunity employer.

Qualifications:

- Experience/certification in Traffic Control / Flagging.
- Experience with light duty power tools and equipment.
- Must possess a Class 5 driver's license which is valid in Newfoundland and Labrador.
- Certificates or training in maintenance related trades would be considered an asset.
- Must be capable of being insured, and maintaining continuity, under the Town's driver insurance policy.

Knowledge, Skills, & Abilities:

- Knowledge of maintenance related equipment, instruments, materials and supplies.
- Skilled in the safe operation light duty power tools and equipment.
- Ability to clearly communicate information both verbally and in writing.

- Ability to establish and maintain a professional effective working relationship with other departments and to interact with all levels of employees, Town officials and the public.
- Ability to exercise sound judgment and discretion in decision making.
- Ability to read, update and maintain various records and files.
- Ability to understand and follow complex written and oral instructions.

Rate of pay:

As per collective agreement.

To Apply:

Deadline for applications is **Monday September 16, 2019 at 4:30pm**. Please submit your resume package no later than this date to be considered as an internal candidate.

Submit your resume package to:

Employee & Public Relations Administrator
Town of Portugal Cove- St. Philip's
1119 Thorburn Road, Portugal Cove St. Philip's, NL A1M 1T6
Fax: (709) 895-3780
Heather.Coughlan@pcsp.ca

If you are submitting via e-mail, please use the subject line "Employment Opportunity – Municipal General Worker – Temporary 2019".