



**Title:** Park Attendant (Seeley's Bay Harbour, Centennial Park, Kendrick's Park)  
**Department:** Operations and Infrastructure  
**Reports to:** Manager of Infrastructure and Environmental Services  
**Subordinates:** None

### **Position Summary**

The Park Attendant is responsible for delivering customer service, operating the canteen and/or maintaining the harbour.

### **Description**

- Greeting visitors and providing information
- Serving ice cream and beverages to customers at park canteens
- Monitoring canteen product quantities and reporting low supplies as required
- Operating cash register and handling money/debit transactions
- Raking and cleaning Kendrick's Park beach
- Cleaning and maintaining washrooms, portable toilets, pavilions and picnic tables
- Cleaning docks and shoreline at Seeley's Bay Harbour and Centennial Park
- Picking up garbage and debris regularly
- Facilitating recreation activities for guests
- Checking facilities and grounds for hazards and notifying supervisor
- Painting and staining as needed
- Responding to public inquiries courteously and efficiently
- Performing other related duties and general grounds maintenance as may be assigned

### **Education/Experience/Skills**

- Current post-secondary or high school student
- The ideal candidate will hold an Ontario Driver's license (minimum Class G2)
- A minimum of one (1) year experience in customer service with an emphasis on cash/debit transactions and operating a cash register
- Food Handler certificate or the ability to obtain prior to employment
- Ability to work independently
- Ability to read, write, speak and comprehend English
- Ability to work with others
- Enjoy physical activity and working outdoors
- First Aid certification is considered an asset
- A satisfactory criminal record check will be required by the successful candidate

### **Working Conditions**

- Regularly exposed to conditions of potential discomfort caused by temperature extremes, inclement weather, dust, dirt, and similar factors.
- Physical capability to perform the essential job duties include lifting/carrying 0-25 kg, standing for prolonged periods, climbing stairs and ladders, crouching, kneeling, bending, twisting, and operating rakes, wheelbarrow and utility cart.