



Job Title: Park Attendant

Location: Porpoise Bay Park and Roberts Creek Park

Position Type: Full-Time

Department: BC Parks

Reports To: Park Manager

Job Summary:

The Park Attendant is responsible for ensuring a clean, safe, and welcoming environment for all visitors to BC Parks. This role includes a variety of tasks such as maintaining park facilities, providing excellent customer service, and assisting with events and activities. The ideal candidate is enthusiastic about the outdoors, enjoys working with the public, and is committed to preserving the beauty and functionality of the park.

Key Responsibilities:

Maintenance and Cleanliness:

- Perform routine cleaning and maintenance of park facilities, including restrooms, picnic areas, playgrounds, and walking paths.
- Collect and dispose of trash and recyclables throughout the park.
- Conduct regular inspections of the park to identify and address maintenance issues such as broken equipment, graffiti, or safety hazards.
- Assist with landscaping tasks such as mowing, trimming, planting, and watering as needed.

Customer Service:

- Provide a welcoming and informative presence for park visitors, answering questions and providing information about park amenities, rules, and events.
- Respond to visitor concerns and complaints promptly and professionally, escalating issues to the Park Manager when necessary.



- Assist in the coordination and facilitation of park programs, events, and activities.

Safety and Security:

- Monitor park areas to ensure the safety and security of visitors and facilities.
- Enforce park rules and regulations
- Assist with emergency response efforts as needed, including providing first aid and contacting emergency services.

Administrative Duties:

- Maintain accurate records of daily maintenance and cleaning, incidents, and visitor interactions.

Qualifications:

- Driver's License and Criminal Record Check required.
- Previous experience in a similar role or in customer service is preferred.
- Strong interpersonal and communication skills.
- Basic knowledge of maintenance and landscaping practices.
- Ability to work independently and as part of a team.
- Physical ability to perform manual labor, including lifting heavy objects and working in various weather conditions.
- First Aid and CPR certification (or willingness to obtain).
- WHMIS certification (or willingness to obtain).

Work Environment:

This position involves working outdoors in various weather conditions. The Park Attendant may need to work weekends and holidays depending on park activity schedules.

How to Apply:

Interested candidates should submit a resume and cover letter to judy@sunshinecoastparks.com

Applications will be accepted until June 7, 2024.



Equal Opportunity Employer:

Sunshine Coast Parks which is run by Swens Contracting Ltd. is an equal opportunity employer and encourages applications from individuals of all backgrounds and experiences. We are committed to creating an inclusive environment for all employees.

This job description outlines the primary responsibilities and qualifications for the Park Attendant position at Sunshine Coast Parks. It is intended to provide a comprehensive overview of the role but is not exhaustive. Duties and responsibilities may be adjusted based on the needs of the park and the skills of the individual hired.

Job Type: Full-time

Pay: \$18.00-\$20.00 per hour

Expected hours: 40 per week

Schedule:

- 8 hour shift
- Day shift
- Monday to Friday
- Weekends as needed

Work Location: In person

Application deadline: 2024-04-15

Expected start date: 2024-05-15