SEASONAL RECREATION LABOURER
MUNICIPAL DISTRICT OF GREENVIEW

DEPARTMENT: Recreation Services
LOCATION: Grande Cache, Alberta
TERM: Approximately April 7 to October 2, 2026.
STATUS: Accepting applications until a suitable candidate is found

---

Located in Northwest Alberta, the Municipal District of Greenview is a vast and diverse area rich in oil and gas, fertile farmland, tourist destinations, and mixed wood forests. As the third-largest rural municipality in Alberta, Greenview boasts diversity in economic activities and an extraordinary landscape. Greenview's economy is strengthened by its diversity, a talented workforce, and an entrepreneurial spirit that is second to none. Our residents experience adventure right in their backyards with lakes, rivers, Rocky Mountain peaks, and vast prairie offering a year-round outdoor playground for all ages.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Under the direction of the Recreation Operations Supervisor, the Recreation Labourer is responsible for assisting with construction projects, inspections and building maintenance at various municipal recreation facilities.

- Assist with minor maintenance and repairs in and around various municipal recreation facilities.
- Assist with scheduled recreation facility projects, playgrounds and base ball diamonds.
- Perform inspections for recreation equipment in municipal buildings as directed.
- Playground maintenance and cleanup of facilities and Greenview Recreation properties.
- Assist with project upgrades.
- Complete various construction projects.
- Operate various small equipment (rototiller, ice edger, side-by-side, etc).
- Perform a wide variety of labour-related duties
- Ensure adequate equipment, training and supplies are acquired to do a task safely and efficiently.
- Provide exceptional customer service to both internal and external customers.
- Ensure accurate department records are maintained.
- Other duties as assigned.

QUALIFICATIONS / EDUCATION / EXPERIENCE:

- To perform this job successfully, the individual should be able to perform the duties listed above to a high degree of quality, timeliness, and precision.

- Basic equipment operations and maintenance experience.
- Valid Alberta Class 5 Driver's License.
- Valid First Aid certification.
- Must be legally entitled to work in Canada.

SKILLS REQUIRED:

- Good verbal and listening communication skills.
- Must be self-motivated, and able to work with minimal supervision.
- Knowledge of working with and maintaining of power tools and hand tools.
- Knowledge of equipment operation.
- Mechanical aptitude.
- Ability to work cooperatively in a positive team environment, also share work expertise and knowledge.
- A positive and supportive approach to effective interpersonal skills
- A high degree of integrity and professionalism is necessary
- Ability to interpret, implement and adhere to organizational policies and procedures.

WORKING CONDITIONS AND PHYSICAL ENVIRONMENT:

- Moderate physical effort; occasional heavy lifting.
- Extensive periods of sitting and standing.
- Exposed to working in a high noise environment.
- Subject to working in outdoor environment - heat, cold, dry, dusty and/ or wet conditions as well as insects, bees and wildlife.
- Hazards associated with working on or alongside roadways.
- Use and operation of a vehicle and trailer.
- Normal working day consists of 7.5 hours (including evening and weekend shifts); however occasional overtime may be required.

HEALTH & SAFETY:

- **All personnel working at the Municipal District of Greenview are governed by the Municipal District Health & Safety Policy.**
- Ensures all operations are conducted in a safe manner and in accordance with Municipal District Policies and Occupational Health & Safety Regulations.
- Ensure proper ergonomic requirements are met and good ergonomic procedures are practiced.
- Required to wear correct Personal Protective Equipment as per safe job procedures.

Note: The above statements are intended to describe the general nature and level of work being performed by the incumbent of this job. They are not intended to be an exhaustive list of all responsibilities and activities required for the position.

HOW TO APPLY:

Interested candidates may submit cover letter (stating the position you are applying for) in one of the following ways:

E-mail: careers@mdgreenview.ab.ca (please quote the position in the subject line)

Mail or Drop Off: Municipal District of Greenview No. 16
4806 – 36 Ave., Box 1079
Valleyview, Alberta T0H3N0

While we truly appreciate all applications, only those selected for an interview will be contacted.