



St. Clair Region Conservation Authority

Job Posting

Bring your enthusiasm and energy to the St. Clair Region Conservation Authority. This position provides a great opportunity to gain experience, practicing your exceptional professional and customer service skills in meeting the needs of our customers.

Position Title: Visitor Services

Competition Number: CA406

Location: A.W. Campbell Conservation Area

Salary: \$15.50 per hour

Hours: 32-40 hours per week; ASAP – October 14

Driver's License Required: Yes

Automobile Required: No

Required:

- a versatile person with some maintenance and computer skills is an asset
- ability and desire to assist with other staff when required
- willing to work flexible hours including evenings, weekends and holidays
- must possess a valid Ontario Drivers licence

Duties:

- clean and maintain all facilities in an efficient, orderly, and safe manner
- duties will include, but are not limited to, washroom and grounds cleaning, cutting or trimming grass, weeds, or trees; cleaning fire pits, garbage collection, nature trail maintenance, trailer pump-out, etc.
- implement the maintenance program on a schedule as assigned by the Conservation Area Superintendent or Assistant Superintendent.
- responsible for the enforcement of conservation area rules and regulations
- assist with gatehouse operations which may include the issuance of campsite permits and the collection of campground fees
- re-stock gatehouse and camping inventory as required
- assist the general public by providing information on policies, regulations, facilities and general information
- provide advice and direction to visitors concerning facilities and activities
- job duties may require employee to be exposed to moderate levels of uncomfortable conditions on a regular basis including noise from equipment, garbage, humidity and temperature
- other duties as assigned by the Conservation Area Superintendent or Assistant Superintendent

Please send a resume and covering letter ASAP noting this position to:

St. Clair Region Conservation Authority

205 Mill Pond Crescent

Strathroy, ON, N7G 3P9 or

FAX: 519 245-3348 or

Email: jobs@scrca.on.ca

Clearly indicate the competition number and position title in the cover letter and the email subject line.

We thank all applicants for their interest. However, only those selected for an interview will be contacted.

The St. Clair Region Conservation Authority is an Equal Opportunity Employer