



SUMMER STUDENTS

The City of Brockville anticipates having a number of summer student jobs available. These positions are available for post-secondary students, with the exception of Lifeguards.

General Labourer – Duties may include manual labour, security type work, painting, trimming & cutting of lawns etc. Shift work is required for some positions. Departments may include Parks & Recreation, Cemetery, Water Treatment and Wastewater Treatment. Must possess at minimum a valid G2 class driver's license and be physically able to perform medium to heavy physical labour.

Administrative – Duties may include general office duties, customer service, filing and entering data into a computerized data base. Must possess excellent computer skills in the Microsoft Office suite requiring a high degree of attention to detail with strong accuracy, communication and interpersonal skills. Departments include Finance and Fire.

Civil Engineering or Civil Technologist - Duties may include GIS, onsite data collection, traffic analysis and field measuring with knowledge of reading drawings. AutoCAD experience an asset. Departments include Engineering and Operations. Must possess at minimum a valid G2 class driver's license.

To be eligible for the positions listed above you must be currently attending school on a full-time basis and returning to full-time studies in the Fall of 2020 and show proof of enrollment or a valid student card, upon application submission and are able to work on a full-time basis from early May to the end of August 2020.

Lifeguards - Duties may include, providing a safe and enjoyable aquatic experience for swimmers at St. Lawrence Park, monitoring activities to prevent accidents, and to provide assistance to swimmers when needed. Minimum of 16 years of age, and a valid National Lifeguard Service (NLS). Some positions may require Red Cross and Lifesaving Society Certification. A valid Standard First Aid Certificate with a level "C" CPR is mandatory. * **Please note High School students are permitted to apply to Lifeguard positions as they run from June - August.**

The City of Brockville wishes to thank all applicants and advises that only those chosen for interviews will be contacted.

The personal information submitted is collected under the authority of The Municipal Act and is protected under the Freedom of Information and Protection of Privacy Act. The municipality is an equal opportunity employer following the rules and regulations set out by the Human Rights Code and the Integrated Accessibility Standard Regulation. The City of Brockville is an equal opportunity employer and is committed to diversity in the workplace. For applicants with a disability, accommodations are available in the recruitment process should you be selected to participate.

Please submit the required documentation which includes the application form (available online), resume and proof of enrollment at post-secondary education (if applicable) by the closing date of **Friday, March 6, 2020 at 4:00 p.m.**

Human Resources Department
City Hall, P.O. Box 5000
1 King Street West
Brockville, Ontario K6V 7A5

email: hr@brockville.com