



## **DISTRICT OF HUDSON'S HOPE EMPLOYMENT OPPORTUNITY – CAMPGROUND ATTENDANT**

One (1) Position Available. The District of Hudson's Hope is accepting applications for summer employment at the Hudson's Hope Campgrounds.

### **DUTIES AND RESPONSIBILITIES**

1. Maintains courteous and positive public relations with customers including residents of the community and other District staff by delivering quality customer service.
2. Register campers, collect fees and provide receipts based on the site regulations re: the number of people, vehicles and tents/RVs, while ensuring they are using a dedicated campsite.
3. Distribute or sell firewood to park users.
4. Provide campers and users with current information about the park site and respond to questions about the area.
5. Pickup litter and remove garbage throughout the campgrounds and day-use areas.
6. Clean and rake campsites and empty litter from fire pits.
7. Check, clean and stock toilet and washroom facilities in campgrounds and day-use areas.
8. Perform maintenance tasks per park schedule or as required including but not limited to mowing, weed eating, brush back, raking and irrigation.
9. Operate small equipment such as: pickup trucks, riding and hand mowers, weed eaters, leaf blowers, drills, saws, sanders, etc.
10. Perform daily maintenance checks of all equipment operated to ensure adequate fuel/oil levels and proper running order.
11. Balance cash revenues daily.
12. Fill out daily log books and maintain logs and records as required.
13. Maintain supplies inventory and order for re-stocking as required.
14. The ability to work independently and report to the supervisor as required.
15. Perform other related duties as required.

### **PREFERRED QUALIFICATIONS, LICENSES, CERTIFICATIONS AND REGISTRATIONS**

1. Experience or training related to this position is an asset but not necessary.
2. A valid Occupational First Aid, Level 1 certificate.
3. Successful completion of Workplace Hazardous Materials Information System (WHMIS).
4. Understanding of Occupational Health and Safety Regulations as established by the Workers' Compensation Board of BC.
5. Valid BC Driver's Licence (minimum Class 5). Please provide a driver's abstract.

The District of Hudson's Hope invites applications from qualified persons for the seasonal position of Campground Attendant. The successful candidate will be required to carry out a variety of day to day duties in the maintenance of municipal campgrounds and perform other general trade duties as required.

The shift will be up to 37.5 hours per week and will include evening and weekend work.

The term of the position is from the May long weekend to the September long weekend and coincides with the probationary term.

Rate of Pay: \$24.33 per hour  
as of January 1, 2017 rates, BCGEU Collective Agreement

Applications with a detailed resume of work experience, education and qualifications may be mailed, emailed, faxed or dropped off at the District Office, 9904 Dudley Drive, and will be accepted until Wednesday, March 22, 2017 at 4:30 p.m. (please include copies of certificates). If any clarification is required, please contact the undersigned.

### **Layton Bressers, Foreman of Public Works**

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