

# Job Description

## RESORT VILLAGE OF CANDLE LAKE



<b>JOB TITLE:</b>	<b>Landfill Attendant</b>	<b>JOB CATEGORY:</b>	Hourly - In Scope
<b>Department/Group:</b>	Public Works Operations	<b>Direct Reports</b>	Jason Campbell
<b>Reports to</b>	Public Works Operations Manager	<b>Travel required:</b>	None
<b>Secondary report</b>	Brent Lutz	<b>Position type:</b>	Full-Time Summer or Casual
<b>Equipment provided</b>	Shop Tools/Equipment	<b>Date posted:</b>	<b>June 17, 2025</b>
<b>Salary Range</b>	Based on CUPE 4838 Collective Bargaining Agreement	<b>Posting expires:</b>	Until Filled

### APPLICATIONS ACCEPTED BY:

<b>Email</b>	publicworks@candlelake.ca	<b>Special Requirements</b>	None
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### JOB DESCRIPTION

#### Role and Responsibilities:

The Resort Village of Candle Lake is seeking a self-motivated, team-orientated individual to join the Public Works Department as a full-time summer or casual Landfill Attendant.

Applicants must have a valid class 5 driver's license, must be able to lift up to 30 lbs. and possess general physical aptitude. Duties may include groundskeeping, landfill gate duties, and facility maintenance.

Experience in heavy equipment operation, snow removal, vegetation control etc. would also be an asset for this position.

Please consider when applying that there may be extra hours due to working weekends and evenings. Working hours will be Friday, Saturday, Sunday, and Tuesday from 8:30 am to 4:00 pm with a lunch break from 12:00 pm to 12:30 pm.

Candidates must have clean drivers abstract. A criminal record check will be required by the successful applicant prior to hiring.

#### Preferred Qualifications and Education

- A complete Grade XII or GED.
- A valid Class 5 Drivers License
- 1-2 years of relevant experience.

#### Required Skills

- Problem solving and analytical skills.
- Exercise good judgement.
- Time management and ability to multitask.
- Excellent communication skills.
- Interact and work well with the team.

**Additional Notes**

This position provides support to the Public Works Department and works closely with all members of the operations team. The incumbent must excel in balancing competing demands for time and attention in a public service organization operating in a high-performance, deadline-oriented work environment.

**PRIMARY DUTIES:**

- Maintain a clean and safe work environment.
- Assist the Public Works team with other duties.

**OTHER DUTIES**

Performs other duties as assigned.

<b>REVIEWED BY:</b>	Public Works Operations Manager	<b>DATE:</b>	June 17, 2025
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<b>Approved by:</b>	Chief Administrative Officer	<b>Date:</b>	June 17, 2025
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