



## EMPLOYMENT OPPORTUNITY

### PUBLIC WORKS AND OPERATIONS – Summer Student, General Labour Contract

The Township of Uxbridge is seeking highly motivated and mature individuals to fill our Summer Student General Labourer position. Working under the supervision of the Road Operations Manager, the students will be responsible for assisting with road maintenance and construction within the Township Public Work's team performing duties related to:

#### **Duties and Responsibilities:**

- Assisting in the maintenance and repair of Township roads such as filling potholes, repairing signage, and installation of culverts.
- Conducting grounds upkeep tasks such as mowing lawns, weeding, and trimming bushes to ensure the Township ditches, boulevards and road allowance green space appearance is well-maintained.
- Regularly emptying trash bins, picking up litter, and maintaining a clean and litter-free roadways and sidewalks.
- Provide support to skilled tradespeople by carrying materials, operating hand tools, and performing other tasks as assigned during construction and renovation projects.
- Assist with traffic control measures during maintenance and construction activities, including setting up and removing traffic cones, signs, and barricades as directed by supervisors.
- Aid in the cleaning, lubricating, and minor repair of tools and equipment used in public works activities to ensure they remain in good working condition.
- Adhere to all safety guidelines and procedures to minimize the risk of accidents and injuries while performing job duties.
- Assist with various tasks and projects as needed to support the overall operations of the Public Works Department and contribute to the efficient delivery of municipal services.

#### **Successful Candidates will:**

- Be enrolled in or currently attending a post-secondary program at a recognized College or University.
- Possess a valid G2 Class driver's license (at a minimum) and provide a clean driving abstract upon request.
- Have tractor experience (considered an asset).
- Possess experience in using various hand and power tools (an asset).



- Demonstrate the ability to work both independently and as part of a team, take initiative, and have strong communication skills.
- Be capable of working outdoors and lifting at least 40 lbs.
- Exhibit a strong work ethic, reliability, and punctuality.
- Have a safety-conscious mindset and follow all safety protocols and guidelines.
- Show adaptability and a willingness to learn new skills.
- Be detail-oriented and capable of performing tasks with precision.
- Maintain a positive attitude and contribute to a harmonious working environment.
- Be passionate about contributing to the maintenance and improvement of outdoor spaces and facilities.

This is a contract position with a start date of May 4, 2026 and expiration date of August 28, 2026. The ideal candidate will receive a rate of pay of \$17.90 per hour, based on 40 hours/week.

Please ensure that the position being applied for is clearly marked in the cover letter.

Qualified and interested candidates should submit an electronic or hard copy resume and cover letter addressed to Nadine Messina, Project and Contract Administrator at [nmessina@uxbridge.ca](mailto:nmessina@uxbridge.ca) or deposit in the secure drop-box located outside the Township of Uxbridge Municipal Offices (51 Toronto St S, Uxbridge, ON, L9P 1T1) in a sealed envelope, no later than **February 11<sup>th</sup>, 2026 at 2:00pm**.

*We are an Equal Opportunity Employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code (OHRC). The Township of Uxbridge will provide accommodations throughout the recruitment and selection and/or assessment process to applicants with disabilities and/or needs related to the OHRC. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act.*