



Park Maintenance Staff

Job Title: Park Maintenance Staff

Location: Chappelle Gardens, Edmonton, Alberta

Organization: Chappelle Gardens Residents Association (CGRA)

Job Type: Part Time

Job Summary:

The Park Maintenance Staff play a vital role in ensuring the smooth daily operations of the Chappelle Gardens Residents Association (CGRA) facilities, grounds, amenities, and various areas under our stewardship. As a **not-for-profit corporation**, the CGRA is dedicated to managing, maintaining, and operating our community amenities, fostering a vibrant and connected neighborhood.

About Us:

The CGRA proudly owns and operates a beautiful 5-acre park. Park amenities include a splash park, picnic area, fire pits, a pleasure skating rink, a NHL sized hockey rink, a 6,600 square foot recreational facility, and a maintenance shop. This park, exclusively accessible to the residents of the Chappelle Gardens community, has been a cherished gathering space since its opening in November 2014. At the heart of our mission is the commitment to connect and engage our community.

Key Responsibilities:

- Oversee the daily maintenance and operations of CGRA facilities and grounds to ensure they are clean, safe, and welcoming.
- Perform landscaping tasks; including mowing, trimming, planting, weed removal, caring for gardens and recreational areas, etc.
- Performing snow clearing and removal tasks; including shoveling, plowing, removal, etc.
- Performing outdoor rink maintenance; flooding, snow clearing, ice resurfacing, board replacement/repairs, etc.
- Assist in the upkeep and maintenance of park amenities such as the splash park, skating rinks, and picnic areas.

- Conduct regular inspections of the facilities and grounds, reporting any maintenance needs or safety concerns promptly to the Parks Supervisor.
- Collaborate with team members to implement seasonal activities and community events, which enhance resident engagement.
- Operate and maintain various equipment and tools safely and efficiently. *Training provided*
- Ensure compliance with safety protocols and operational guidelines to create a secure environment for all users and staff.
- Provide exceptional customer service to residents and visitors, addressing inquiries and concerns as needed.
- Collaboration with other staff members to enhance processes, programs, and customer service goals.

Qualifications:

- Previous experience in park maintenance, landscaping, or a related field is preferred but not required.
- Strong physical stamina and the ability to perform manual labor in various weather conditions.
- Basic knowledge of horticulture and landscape care is considered an asset.
- Basic knowledge of snow clearing and removal is considered an asset.
- Equipment operation (side by side, small tractor, lawn mover, zamboni, etc.) is considered an asset.
- Excellent communication skills and a collaborative team spirit.
- Attention to detail and a commitment to maintaining high standards of cleanliness and safety.
- A valid driver's license may be required.

Working Conditions:

- The position is primarily outdoors, requiring adaptability to varying weather conditions.
- Duties may involve lifting heavy objects, bending, and standing for extended periods.
- Flexibility in scheduling may be necessary, including weekends and holidays.

Salary: An hourly rate of \$16-17.

How to Apply:

If you are passionate about enhancing community spaces, providing excellent customer service, enjoy working outdoors, and are looking for an incredible work environment, we invite you to apply! Please

submit your resume and a brief cover letter outlining your qualifications and experience to **parks@chappellegardensra.com**.

Join us in our mission to connect and engage the residents of Chappelle Gardens! Your contributions will help create a welcoming and vibrant community for all. We are an equal opportunity employer and welcome applications from all qualified individuals.