



BUILDING & PARK MAINTENANCE ASSOCIATE

The Cranston Residents Association (CRA) is seeking reliable and motivated Maintenance Associates to work a variety of shifts, including evenings and weekends.

The CRA is responsible for maintaining and operating the Cranston amenities. Reporting to the Facilities Manager, the Maintenance Associates responsibilities include, but are not limited to:

- Maintenance duties in the building and park;
- Litter control;
- Snow removal;
- Ice surface preparation, creation, and maintenance;
- Set-up and cleanup of programs, special events, and rentals;
- Assistance at events (as required);
- Equipment preventative maintenance;
- General horticultural practices (weeding, weed-eating, cutting grass, pruning, fertilization, hedge trimming, watering, etc.);
- Light janitorial duties within the Century Hall facility;
- Enforce CRA rules in an effective and courteous manner;
- Adhere to all CRA regulations, guidelines, policies and procedures, and safety program at all times;
- Communicate effectively and courteously with the public and staff;
- Other duties as assigned.

Qualifications

- Ability to work independently and as part of a team and take direction;
- Effective communication skills;
- Attention to detail;
- Self motivated, punctual, and reliable;
- Ability to safely operate the equipment and tools required for the position (lawnmower, gator, tractor, trimmer, vehicles, etc.);
- Ability to perform physical labour for extended periods of time under various weather conditions;
- Confident to deal with arduous people and situations;
- Ability to comprehend verbal and written instructions accurately;
- A valid class 5 Driver's License with a clean driver's abstract;
- Able to work outdoors in all weather conditions;
- CPR & First Aid certification is an asset;
- Satisfactory criminal background check.

If you are a hard worker, have a positive attitude, are willing to learn, and take pride in a job well done we would like you to join our team.

Forward your Cover Letter, with salary expectations, and Resume to:

Cranston Residents Association

C/O Century Hall

11 Cranarch Road SE

Calgary, AB T3M 0S8

Email: aproctor@cranstonresidents.ca

Fax: 403-781-6614

Application Deadline: November 15, 2011