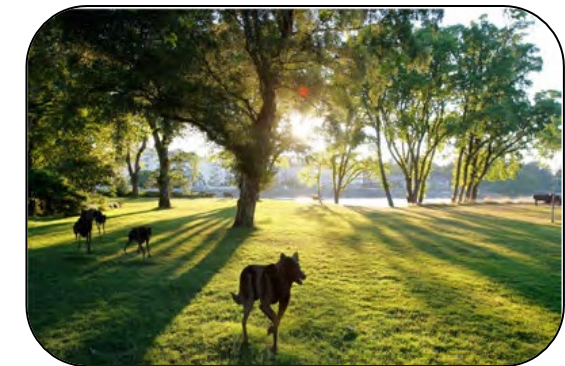


Employment Opportunities

Summer Parks Labourers



APPLICATION PROCESS

1. Submit your completed application at Oak Bay Recreation Centre, 1975 Bee Street, Victoria, BC V8R 5E6 or email to recreationjobs@oakbay.ca
Applications must be received by 4:00pm, Monday, February 24, 2025.
2. Applicants will be considered for all positions for which they are qualified. If you only want to be considered for specific positions, please indicate on the application form.
3. Shortlisted applicants will be contacted by e-mail if selected for an interview. Please ensure your email address is clearly printed on the application form and please add humanresources@oakbay.ca to your safe list for incoming emails.

We regret that only shortlisted applicants will be contacted. Late applications will be considered after applications received by closing date are processed.

HIRING PROCESS

1. Shortlisted applicants will be contacted by email by start of April, 2025.
2. Interviews will be conducted between March 3-7, 2025. Only shortlisted applicants will be required to provide an original.
3. Police Information Check with Vulnerable Sector Screening dated within one year, to be presented to Human Resources by the specified date in the request email. (Note: It is the applicant's financial responsibility to obtain this).
4. Short-listed applicants (including current staff) will be required to bring original certificates to the interview.
5. Successful applicants will be offered positions by e-mail by the end of March 2025.

RESPONSIBILITIES

- Prepares and cares for the grounds and playing surfaces throughout the municipality.
- Upkeep and irrigation of parks and boulevards.
- Performs routine tasks such as weeding, watering, cultivating, trimming and cutting of grass.
- Cleans debris and litter from assigned areas.
- Operation of various types of equipment related to the various tasks assigned.

QUALIFICATIONS

- Experience or training in parks, irrigation, and ground maintenance.
- Ability to deal with the public in a tactful and diplomatic manner.
- Ability to work both as a team member and with minimum supervision.
- Valid BC Driver's License.
- Current Emergency First Aid and CPR-C.
- Provision of a current Police Information Check with Vulnerable Sector Screening (Note: This is the applicant's financial responsibility to obtain this).

POSITIONS

RATE: \$34.79/hr (\$30.52/hr + \$4.27/hr in lieu of benefits)

NOTE: All positions are subject to change due to seasonal requirements. All positions are Union CUPE Local 374.

POSITON 1 (1 POSITION)

DATES: Mid March-Mid September
DAYS: Saturday, Sunday and Statutory Holidays
TIMES: 7:00am-3:30pm

POSITON 2 (3 POSITIONS)

DATES: April 28-August 29, 2025
DAYS: Monday-Friday
TIMES: 7:00am-3:30pm

POSITON 3 (1 POSITION)

DATES: May 19-August 22, 2025
DAYS: Monday-Friday
TIMES: 7:00am-3:30pm

POSITON 4 (1 POSITION)

DATES: March 31-September 26, 2025
DAYS: Wednesday-Sunday
TIMES: Wednesday-Friday – 2:30-11:00pm
 Saturday & Sunday – 12:00-8:30pm

POSITON 5 – Tree Watering (1 POSITION)

DATES: April-August
DAYS: Monday-Friday
TIMES: 6:00am-2:30pm or 2:30-11:00pm

POSITON 6 – Tree Watering (1 POSITION)

DATES: April-September
DAYS: Monday-Friday
TIMES: 6:00am-2:30pm or 2:30-11:00pm



2025 Summer Parks Labourer - Application for Employment

Please print legibly and provide complete information to every question. Information provided will remain confidential.

Last Name First Name

Phone Email

Street Address City Postal Code

Are legally authorized to work in Canada? Yes No Are you a past or present employee of Oak Bay Parks, Recreation & Culture? Yes No

EDUCATION		
	Returning?	
	In Progress	Completed
University/College		
High School		

CERTIFICATIONS
Please bring original documents to the interview
Emergency or Standard First Aid with CPR-C
Valid BC Drivers License

EXPERIENCE
Experience or training in parks, irrigation, and/or ground maintenance

I WOULD LIKE TO BE CONSIDERED FOR:
All positions for which I am qualified for
The following positions only:
Position 1
Position 2
Position 3
Position 4
Position 5
Position 6

HOW TO APPLY

Submit your completed application form and/or resume to:

Oak Bay Recreation Centre (1975 Bee Street, Victoria, BC, V8R 5E6)
 OR Email: recreationjobs@oakbay.ca
 OR Fax 250-370-7127

**Applications must be submitted by
 4:00pm, Monday, February 24th, 2025**

All late applications will only be considered after all other eligible applicants

LAST OR PRESENT EMPLOYMENT

Name of Business	Dates Employed (from/to)
Type of Business	Your Job Title
Job Duties & Responsibilities	
Reason for Leaving (if applicable)	

PREVIOUS EMPLOYMENT

Name of Business	Dates Employed (from/to)
Type of Business	Your Job Title
Job Duties & Responsibilities	
Reason for Leaving (if applicable)	

REFERENCES (OPTIONAL)

References should be former supervisors or educators fully familiar with your education and experience.

Name	Phone Number	Email	Relationship

COMMENTS

What other abilities, skills or special qualities do you feel possess that would help you in this role of a Summer Parks Labourer?
Please submit a cover letter if you wish to provide us with further information about yourself.

I hereby certify that the answers given by me in this application are true and complete. I understand and agree that if any of such answers are at anytime found to be false, the Corporation of the District of Oak Bay may at its option and its sole discretion, terminate my employment. All employees shall, as a condition of employment, become members of CUPE Local 374.

Date:

Applicants Signature: