



## **EMPLOYMENT OPPORTUNITY CAMPGROUND CARETAKER**

The Town of St. Paul is currently accepting applications for contracted services for the seasonal care and maintenance of two (2) local campgrounds starting May 2024 to October 2024. Reporting to the Director of Parks and Recreation and the Facilities Manager.

We are seeking a hardworking, hands-on individual to provide these services. Accommodations will be provided at the Iron Horse Campground.

### **Duties and responsibilities include, but not limited to:**

- Create customer bookings using a reservation system
- Process payments and daily cash outs
- Clean and maintain the facilities and grounds including the Trout Pond area
- Maintain green space (lawn mowing, weed control)
- Ability to work with the public and resolve issues or complaints
- Ability to work independently
- Able to reside on site at the Campground

### **Qualifications:**

- Valid Class 5 Driver's License
- Safely operate & maintain equipment including lawnmowers, weed eaters, etc.
- Computer Skills (Microsoft Office)
- Communication Skills
- Excellent customer service
- Standard First Aid & CPR is an asset
- Previous Park Caretaker experience

Please submit applications to:  
Human Resources Coordinator  
Box 1480  
St. Paul, AB T0A 3A0  
Email: [humanresources@town.stpaul.ab.ca](mailto:humanresources@town.stpaul.ab.ca)  
Phone: 780-645-1767

**Position will remain open until a suitable candidate is selected.**