



Summer Job Position
Assistant Park Manager
Martha Creek Provincial Park

WAGE RATE: \$18.50 per hour plus health/dental (\$1,000) & fuel benefit (\$5/day)

PERIOD OF EMPLOYMENT: Mandatory staff training - April 23/24/25
May 01 to October 02, 2019

HOURS: 40 hrs per week, both daytime and evening shifts.

WORK LOCATION: Must have reliable transportation. Work location is Martha Creek Provincial Park 20 minutes north of Revelstoke, BC 1474 Hwy #23 N

QUALIFICATIONS:

- Valid Class 5 Driver's License
- Current First Aid certification - minimum 8 hr. recognized course at employee's expense
- A Driver's Abstract and a Criminal Record Check will be undertaken upon hiring

PREFERRED EXPERIENCE:

- ***Demonstrated*** supervisory experience
- Practical experience in the use and maintenance of grounds keeping equipment
- Sales experience (use of debit/credit, balancing funds, accurate cash outs)
- Public safety and security – managing public behaviour
- Visitor/customer service in a park or campground setting
- Local knowledge of visitor opportunities
- Janitorial and facility maintenance experience

PERSONAL QUALITIES:

- Ability to work cooperatively within a highly motivated staff and volunteer team
- Good organizational skills and initiative in a high paced work setting
- Excellent communication skills and public relations abilities

DUTIES:

- Operational maintenance duties including daily clean up of campsites, washrooms, picnic and day use areas within a provincial park
- Provides park visitor tourism information
- Successfully executes park security gaining voluntary compliance with visiting public
- Conducts sale of park use permits and firewood
- Accurately enters data on a spreadsheet software tracking system
- Use of web based reservation system

Resume with **Letter of Application** may be forwarded to office@westkootenayparks.com.
Deadline: **March 01, 2019. Only those applicants accepted for an interview will be contacted. No onsite accommodation is available at the work site.**