



Job Posting 26-16

Parks & Waterfront Attendant

The Town of Cobourg is seeking a permanent full-time **Parks and Waterfront Attendant** in the Community Services Division.

WATERFRONT OPERATIONS:

Reporting to the Manager, Culture, Events and Tourism this position will monitor and maintain Waterfront Operations equipment and facilities. This position will involve manual labour of various natures, using various hand and power tools, grounds keeping equipment, operation of hydraulic dredge and work boat, boat handling and other equipment. Performing the necessary duties to maintain and repair Marina, Campground and Harbour equipment and facilities. Responsibilities include:

- Operate hydraulic dredge to remove sand, gravel, or other materials from lakes, rivers, and streams;
- Excavate and maintain navigable channels in waterways;
- Coordinate with work boat operator, directing and communicating during site set up and operation;
- Coordinate with contractors to transport and launch equipment and set up site berming;
- Conduct minor repairs of the dredge and accompanying equipment;
- Communicate with other vessels and Coast Guard regarding dredge operations and harbour operations;
- Plan, monitor, and coordinate dredge operations with one (1) or more staff;
- Carry out inspections, preventative and reactive maintenance, and general repairs to dredge, docks, machinery, harbour, facilities, property, buildings and equipment;
- Assist with planning, organizing and coordination of dredge site and pipe set up operations for third-party contract and municipal operations;
- Perform effective and responsive customer service to the general public;
- Participate in ongoing training to ensure a working knowledge of the dredge mechanical and computer systems;
- Respond appropriately to any spills in accordance with applicable laws and regulations.

PARKS:

Reporting to the Manager, Parks, this position will assist in the operation and maintenance of the various services provided by the Municipality under the Parks Section including horticulture, parks, athletic facilities, snow plowing and mowing operations maintenance activities. Such works may involve manual labour of various natures, operating trucks, snow plows, sanding equipment, back hoe loader, mowing, beach grooming facility maintenance and other equipment, and providing assistance to the public on an ongoing basis. Responsibilities include:

- Carry out any maintenance and/or operational program as set by the Parks Manager and/or Parks Foreperson;
- Maintenance and daily inspecting all equipment for operational use and reporting malfunctions and repair when needed;
- Horticulture operations including greenhouse work;
- Maintain municipal landscaped areas, including planting, hedge trimming, edging, weeding, cultivating, watering and fertilizing;
- Playgrounds and Splash Pad maintenance and inspections;
- Installation, maintenance and inspections of Town outdoor skating rinks, refrigeration plant and ice resurfacing equipment;
- Winter snow and ice control on sidewalks, paths, trails and parking lots;
- Beach maintenance and care;
- Arboriculture activities, including pruning, removal and planting of trees in conjunction with the Arborist;
- Athletic field maintenance (ball diamonds, soccer, rugby, tennis and basketball);
- Perform turf maintenance including mowing, trimming and raking;
- Clean washrooms and other public use areas;
- Collect and dispose of garbage and litter as directed;
- Assist in the setup and take down for events (private or Town run) occurring in various parks and open spaces;
- Participate in training courses and/or instructions provided by the Municipality or other authorities, associations or agencies;
- Knowledge of and commitment to the Ontario Health & Safety Act; taking all precautions necessary to ensure the safety and health of oneself, and any person likely to be affected by the employee's acts or omissions.

WORKING CONDITIONS:

- The position will be split between the two departments based on operational needs. (Approximately 6 months per year in each department.
- The regular hours of work as set out in the Canadian Union of Public Employees Agreement including days, nights and weekends.
- As the Municipality supplies a service to the Community, the employee must be prepared to be called out and/or remain on standby during any twenty-four (24) hour or longer period on short notice, seven days a week, and will receive rates according to the Agreement.
- Physical work taking place outdoors in all kinds of weather and on occasion required to move or lift heavy objects;
- Computer work related to duties will be required;

EDUCATION/EXPERIENCE/SKILLS:

- Secondary School Diploma is required;
- Prior experience with pumps, centrifuge systems or dredging and dewatering is an asset;
- Knowledge of basic small engine maintenance & repair procedures an asset;
- Pleasure Craft Operator Card (PCOC) required or willing to obtain within 3 months of hire;
- Must possess and maintain a Small Commercial Vessel Operator Proficiency (SVOP) Certificate within 3 months of hire;
- Must possess and maintain Safety (MED A3) & VHF Restricted Operators Certificate (Maritime) within 3 months of hire;
- Must obtain Mobile crane (0-8 ton) and Basic Refrigeration course within one (1) year;
- Must possess and maintain a valid Class DZ Driver License within 3 months of hire with a satisfactory driver record as deemed by the Corporation;
- Knowledge and understanding of computers is required;
- Knowledge of hand and power tools;
- Knowledge of mechanical & hydraulic system maintenance & repairs preferred;
- Hydraulic dredge operation or commercial watercraft experience preferred; and,
- This position requires work on and around open bodies of water, a keen sense of responsible boating;
- Experience around heavy equipment (Loader, Dozer, Excavator, Backhoe) is an asset;
- Ability to prioritize and initiate innovative solutions;
- Certification with a technical trade an asset;
- Strong organizational and problem-solving skills;
- Must obtain a Satisfactory Criminal Record Check upon employment;
- Marine First Aid or must obtain within 60 days of hire; and
- Must possess a cooperative attitude and communicate courteously on all occasions with the public, clients and staff.

WAGE:

The wage scale for this position is as per Schedule B Outside Workers of the Collective Agreement - Grade 6B. Starting wage is \$29.61/hr., increasing to \$33.32/hr. after six months, and to job rate after one year at \$37.03/hr.

Interested applicants should forward a PDF copy of their cover letter and resume (one document) in confidence to the attention of the Human Resources Department at humanresources@cobourg.ca no later than **April 7, 2026 at 4:00PM**. We thank all applicants however only those selected for an interview will receive a response.

In accordance with the Municipal Freedom of Information and Protection Privacy Act, the information gathered is collected pursuant to the Municipal Act, 2001, as amended. The Town of Cobourg is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. If contacted for an employment opportunity, please advise Human Resources if you require accommodation.