



The wild's calling...dare to answer.

We're on the prowl for an adventurous spirit to add to our herd:

Campground Custodian (Temporary, Part-time Position) Community and Facility Services Department

Term: approximately 5 months starting May Long Weekend (subject to change)

Shift: 4 on/4 off shift schedule, typically 8 hours per shift to a maximum of 40 hours per week, varied to include days, evenings and weekends as required.

Wage: \$26.86 per hour.

Are you a lone wolf, able to work independently? Do you take pride in keeping a clean den with no hidden dangers? Able to provide guidance to those around you and maintain natural order? If you're hunting for an opportunity that gives you variety, the District of Elkford has a temporary opening in our herd.

Minimum requirements (but not limited to):

- Grade 12 diploma or equivalent
- Valid B.C. Driver's Licence, minimum class 5
- Valid basic first aid certification
- WHMIS certification
- Janitorial, labour, landscaping, campground, customer service experience are assets

Job duties include (but not limited to):

- Grounds and campsite maintenance
- Cleaning washrooms and common areas
- Emptying garbage and recycle bins
- Provide information and support to campers
- Minor repairs and painting of equipment and buildings

Submit your cover letter and resume, **by March 30, 2025 at 4 p.m. local time**, to:

District of Elkford

Attn.: Director of Corporate Services

744 Fording Drive

P.O. Box 340, Elkford, B.C. V0B 1H0

Email: careers@elkford.ca · Fax: 250.865.4001



DISTRICT OF ELKFORD EMPLOYEE POSITION DESCRIPTION

Position Name: Campground Custodian **Date of Revision:** April 13, 2022

Classification: CUPE, Schedule A **Date of Last revision:** April 13, 2022
Campground Custodian

Weekly hours: Up to 8 hours per day and 40 hours per week

Schedule of hours: As per Collective Agreement and as scheduled

Approval:

Chief Administrative Officer

Supervisor

Nature of Work:

Under the general direction of the Director of Community and Facility Services, and the general supervision of the Recreation Operations Supervisor or alternate, the position performs a variety of janitorial, housekeeping, minor maintenance, and point of contact assistance on an assigned shift. The Campground Custodian must be able to perform manual work with minimum or no supervision. The Campground Custodian's work reflects the District's focus on cleanliness, safety, and customer service.

Duties and Responsibilities include:

- Ground maintenance and camping sites maintenance.
- Cleaning washrooms and common areas throughout the campground.
- Emptying and cleaning garbage/recyclable cans.
- Maintain custodial inventory and supplies.
- Cleaning and carrying out minor repairs and painting to equipment, buildings, machines, and infrastructure as necessary.
- Ensuring equipment, property, buildings, and vehicles are kept secure.
- Opening and closing of facilities as required.
- Communication and enforcement of campground rules.
- Provide direction and support to campers with inquiries.
- Respond to guest feedback and improve service delivery.
- Communication with Maintenance Staff for adequate support.
- Documentation confirmation with Leisure bookings for guest check in and check out.
- Other related duties as assigned.

Qualifications and Experience:

- Grade 12 Diploma or equivalent.
- Valid BC Driver's License, minimum Class 5.
- Valid basic first aid certification (preferably OFA Level 1 or equivalent).
- WHMIS Certificate and familiar with Workers' Compensation Board (WCB) safety procedures.
- Ability to exercise courtesy and tact when dealing with both the public and staff.
- Ability to maintain confidentiality.
- Physically fit and able to perform job duties.
- Janitorial, labour, and landscaping experience considered an asset (ability to operate related equipment).
- Experience working in a campground or in a guest/customer service position considered an asset.