



Public Works & Parks Summer Labourers

Work Period: Tentatively May 4, 2026, to August 28, 2026

The Township of Adjala-Tosorontio is located north of the GTA, at the southwest border of Simcoe County with a population of 11,000 residents and offers rural living with proximity to urban amenities.

Position Summary:

Reporting to the Supervisor of Public Works – Operations & Maintenance or designate, the Public Works & Parks Summer Labourers provide general labour as required for assisting with daily operation and maintenance of Township's roads, roadsides, parks, trails, playing fields and associated facilities during the spring and summer months.

Duties & Responsibilities, but not limited to:

- Assists in the maintenance of roads and roadsides and storm water drainage, including debris pickup, vegetation trimming in ditches and around guard rails, bridge pressure washing, traffic control, asphalt patch repairs, sign installation and repairs, etc.
- Assists in maintaining storm ponds and vegetation around fire hydrants.
- Supports in the maintenance and inspections of parks, playgrounds, trails, sport fields, including grooming baseball diamonds, minor tree trimming, basic landscaping, light cleaning of washrooms facilities, litter and debris collection, etc.
- Provides maintenance assistance of municipal water infrastructure including data collection, locating and mapping curb stops.
- Performs safe and efficient operation, care and maintenance of tools, equipment, and vehicles such as grass/weed trimmers, rakes, shovels, rototiller, pruners, pressure washer, etc.
- Provides support for community events held at Township facilities such as Canada Day.

Qualifications, Skills, Knowledge, Abilities:

- Secondary school diploma preferred.
- Previous experience working in construction, agriculture, landscaping or sport field maintenance is preferred.
- Experience with hand tools and small-powered equipment an asset (training provided).
- Knowledge in traffic control and mechanical aptitude an asset.
- Good communication skills and a team-first attitude.
- Ability to work independently and be self-directed.
- Provide own CSA-approved footwear (additional PPE provided).
- Able to work outside in varying weather conditions, be physically fit and able to perform strenuous work such as lifting and moving heavy items (up to 40lbs), involving considerable effort, and capable of performing work assigned in safe manner.
- Posses at minimum a valid Ontario Class G2 Drivers Licence.
- Provide a satisfactory Criminal Records Check and driver's abstract upon hire.

To comply with grant funding, applicants must be between 15 and 30 years of age and be legally entitled to work in Canada with a valid Social Insurance Number at time of hire.

Vacancies: Three (3) existing vacancies.

Compensation: \$18.75 per hour plus 4% vacation pay.

Work Schedule: Monday to Friday, 7am to 3:30pm (40 hours per week).

Location: Public Works Yard, 33036 Concession 4, Loretto, Ontario.

Qualified candidates are requested to forward their resume and cover letter to HR@adjtos.ca with "Public Works Summer Student" in the subject line by 4pm April 15, 2026.

The Township of Adjala-Tosorontio is an Equal Opportunity Employer, committed to diversity and inclusivity in employment for a barrier-free workplace. Accommodations are available for all parts of the recruitment, selection &/or assessment process. Applicants need to make their needs known in advance to Human Resources.

We use AI-enabled tools to help screen and sort applications based on job-related criteria. All final hiring decisions are made by our human recruitment team.

Personal information collected through the recruitment process will be used solely to determine eligibility for employment and handled in accordance with Municipal Freedom of Information and Protection of Privacy Act.

We thank all those who apply, but only those selected for an interview will be contacted.