

The Town of Perth is currently recruiting for a
Summer Evening & Weekend Supervisor



Posting Date:	March 10, 2025
Closing Date:	March 25, 2025
Salary Range:	\$17.11 to \$25.76 per hour
Hours of Work:	Up to 37.50 hours per week
Classification:	Non-union and Pay Panel PT2
Status:	Seasonal and Contract from Mid April to Mid September 2025

The Town:

At the Town of Perth, we offer exciting employment opportunities in a workplace that values diversity, collaboration, and community engagement. Working with us means being part of a team that makes a real difference in the lives of our residents. Whether you're starting your career or looking for new challenges, we can't wait for you to join us!

The Opportunity:

Reporting to the Manager of Parks and Facilities, the Evening and Weekend Supervisor will help supervise all parks, downtown core, and part time staff when on duty

What you will do:

- Complete tasks or work orders set out by the Lead Hands or Reception that are approved by the Manager of Parks and Facilities.
- Help train and make sure part-time staff wear proper PPE according to the OH&S Act when cleaning, performing general maintenance, and working with equipment.
- Help with town events and act as a main point of contact during the events keeping the EWS phone during their shift.
- Report any incidents or take action to fix anything found to be a hazard.
- Check, clean, lock and open washrooms that are assigned.
- Perform general maintenance, cleaning and yard work.
- Perform all other duties as assigned.

The above generally describes the responsibilities involved with the position however is not intended to be an exhaustive list.

What you will need:

The Town of Perth is an equal opportunity employer and values diversity in our workforce, encouraging applications from all qualified individuals. Our organization is committed to providing persons with disabilities with equal opportunities and standards of goods and services, and we are compliant with the Accessibility for Ontarians with Disabilities Act. If you require disability related accommodation to participate in the recruitment process, please advise the [Human Resources Administrator](#) as soon as possible. Accommodation may be provided in all steps of the hiring process. Any questions regarding this posting should be directed to the [Human Resources Administrator](#).

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- Two years' experience required.
- Grade 12 Diploma (minimum level of education required for position)
- Physically fit and able to stretch, lift, and move heavy items (50lbs.), stand, bend and walk for extended periods of time; capable of performing the work assigned in a safe manner.
- Basic reading, writing and oral English skills. Able to understand and follow simple oral and written instructions, which deal with standard situations. Able to complete forms and records relevant to the job.
- Basic computer skills to perform duties of the job (communications and operations).
- Good interpersonal skills to deal with common sense and courtesy with general public and to discuss routine information; relay and document building maintenance requirements to the appropriate staff. Neat in appearance and work habits, wearing Town issued uniform and safety equipment.
- Personal qualities of reliability and cooperation.
- First Aid, CPR, Public Access Defibrillator (PAD), Accessibility and WHMIS certificates or the ability to obtain same per the Municipalities training schedule

What we are offering:

The Town of Perth is proud to offer the following benefits with this job:

- Public Holiday pay
- Vacation pay

The Next Step:

If you have the necessary skills, experience, and qualifications, and you can support our core values, we invite you to submit your application using the apply now link below.

[APPLY NOW](#) or visit our [Employment page](#) for other opportunities.

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