



The Corporation of the Town of Petrolia
is seeking a

PUBLIC WORKS STUDENT LABOURER | COMPOST ATTENDANT
(Temporary, Part-Time)

The Public Works Student Labourer is responsible for performing a variety of manual labor activities as needed and/or required by the Public Works Department. Included is road maintenance, park maintenance, signage, and other related areas. They also serve as the attendants for the Compost Transfer Site.

Location	Public Works
Employee Group	Union
Term	August 5, 2025 – Spring Compost Days (TBD)
Status	Part-Time/Casual
Wage	\$17.20 per hour

Key Responsibilities:

- Serve as Compost Transfer Site Attendant on all Saturdays the Compost Transfer Site is operational.
- Operate and inspect of Town owned vehicles, such as pick-up trucks, dump trucks, and power tools and equipment, such as mowers, trimmers, etc.
- Mow grass, plant and/or prune trees, flowers and hedges at municipal facilities and at the cemetery.
- Maintain the municipal buildings, clean the garage and park facilities, as well as clean up litter and empty trash cans.
- Sweep and clean up of debris and materials from roads.
- Provide a variety of construction, maintenance and repair services to roads and adjacent public property for the safety and convenience of the public.
- Work safely at all times by adhering to safe work practices as provided by the Town of Petrolia and abide by all applicable laws, rules and regulations.
- Maintain street signs and traffic control signs.
- Clearing debris and blockages from catch basins, and removing weeds and debris from ditches.
- Perform all cemetery duties including digging graves.
- Maintain roadside weed control, tree trimming and grass cutting.
- Patching potholes, sign maintenance and general labour.
- Maintain and service equipment, vehicles and tools in a proper, safe and efficient manner and must perform circle checks covering items such as fuel, oil coolant, lubrication, safety equipment and requirements, and registrations, permits and insurance documents.
- Keep a daily log book of all activities Performs all other duties as assigned by the Public Works Lead hand and/or the Public Works Roads Supervisor All other duties as assigned.

Skills and Requirements:

- "G" or "G2" Driver's Licence is required *(not required for high school students)*
- Must be able to perform heavy manual labor, including lifting heavy objects and working in all types of weather conditions.
- Must wear safety equipment when applicable including steel-toed safety boots, safety glasses/goggles, etc.
- Must be available for all Saturdays the Compost Transfer Site is operations (Spring 2026 dates TBD)

Full Job Description can be requested from Jess Smith at 411 Greenfield Street
Resumes to be submitted in confidence no later than **12 noon on Friday July 18, 2025.**
Resumes clearly marked "Student Labourer / Compost Attendant" to be directed to:
Town of Petrolia - 411 Greenfield Street
Petrolia, Ontario N0N 1R0
or electronically to: jsmith@petrolia.ca

We appreciate the interest of all those who respond; however, only those selected for an interview will be contacted. Information obtained through this posting is collected for candidate selection only and is protected by the Municipal Freedom of Information Act. The Town of Petrolia is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. We will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process. Please advise the Clerks Department to ensure your accessibility needs are accommodated throughout this process.