



Employment Opportunity

Public Works Groundskeeper (Full-time, Seasonal)

COMPETITION CLOSES:

Sunday, July 26, 2026, at 4:00pm

The Village of Valemount is seeking a highly motivated individual to assist the Public Works department with groundskeeping, gardening, and various municipal services

For more information about specific duties, qualifications, and a copy of the posted job description, please visit www.valemount.ca/village-office/job-postings/.

Hours of Work and Compensation:

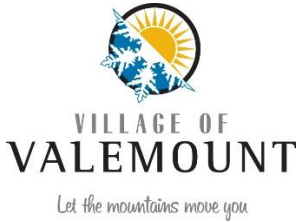
This full-time, seasonal position requires 37.5 hours per week and is subject to a probationary period. The wage is \$25.00 per hour. The successful candidate will be required to submit a criminal record check.

How to Apply:

Interested applicants are invited to submit a cover letter and resume by email to jobs@valemount.ca, or by mail to the address below. Please reference "Public Works Groundskeeper – *Candidate Name*" in the subject line.

Village of Valemount
PO Box 168
Valemount, BC, V0E 2Z0

The Village thanks all applicants. Only those selected for an interview will be contacted.



VILLAGE OF VALEMOUNT

JOB TITLE: Groundskeeper

DIVISION: Public Works

JOB SUMMARY:

Reporting to the Public Works Supervisor, the Groundskeeper performs a variety of general labour, including maintaining the overall grounds of the Village.

MAJOR RESPONSIBILITIES:

- Maintaining, repairing, and monitoring the overall grounds and parks of the Village, including:
 - Lawn mowing and trimming/edging
 - Planting and maintaining flowerbeds, shrubs, and trees
 - Watering Village-owned property and parks
 - Pruning and shaping trees and shrubs
 - Applying herbicides and pesticides when required
 - Performing heavy manual labour including but not limited to pick and shovel work, brush cleaning, moving material, etc.
- Other Public Works duties:
 - Assisting other employees with other duties such as road and sign maintenance
 - Operating equipment (light)
- Emergencies
 - All persons employed by the Village may be required to assist the Village in providing emergency services. Duties assigned during an emergency may differ from regular duties.

KNOWLEDGE AND SKILLS:

- Demonstrated professionalism and commitment to customer service
- Demonstrated commitment to maintaining a high level of confidentiality
- Excellent ability to operate related light equipment
- Good physical condition to perform heavy manual labor
- Good working knowledge of WorkSafe regulations as related to work involved
- Ability to work independently and to accomplish tasks and assignments

EXPERIENCE:

- One year of related work experience

QUALIFICATIONS & EDUCATION:

- Completion of Grade 12 or equivalent

HOURS OF WORK:

- 6:30 am – 2:30 pm, Monday – Friday

OTHER REQUIREMENTS:

- Valid BC Driver's License YES
- Police Information Check YES
- Issued Cell Phone YES

DOCUMENT:

Prepared by: Lori McNee, Director of Finance
Date prepared: July 16, 2026