

JOB PROFILE

Parks and Recreation– Community and Social Services

Gardener

The successful candidate will perform functions in accordance with established standard operating procedures, departmental and corporate policies, sound horticultural & construction principles and practices, and applicable codes, with a focus on quality customer service and continuous improvement processes. Guided by the goals and objectives of the City of Guelph Strategic Plan and committed to the Corporate Values of integrity, excellence and wellness, the candidate will aid in the achievement of the Community Vision – to be the city that makes a difference.

HOURS OF WORK: 40 hours per week 7:00 a.m. to 3:00 p.m. OR 8:00 a.m. to 4:00 p.m., Monday through Friday. Shift work and stand-by is a requirement of this position on a seasonal basis.

DUTIES:

- Perform horticultural duties, including but not limited to designing, planting and maintaining annual, perennial and shrub and tree beds to current industry standards, to enhance the horticultural environment of the City of Guelph
- Perform watering duties including but not limited to downtown planters and hanging baskets
- Propagate, grow and maintain various horticultural crops by various cultivation techniques.
- Prepare various growing media prior to transplanting, gathers, cleans and stores stock plants.
- Assist with monitoring and determining the correct temperature, humidity, ventilation control and pathological control of all pests, using an Integrated Pest Management approach.
- Maintain turf in selected locations
- Prepare all planting beds for Summer including amending soil and planting annuals and perennials
- Demonstrate a sound understanding and utilize all job related tools and equipment including, but not limited to, line trimmers, rototillers, brush chippers, agricultural tractors, chain saws, rotary mowers, post pounders, leaf blowers, sod cutters, rakes, shovels etc., in a safe and efficient manner.
- Carry out all necessary maintenance and adjustments while keeping the equipment in a safe, clean and tidy condition, and perform daily circle checks and report defects and, if necessary, small repairs in a prescribed manner.
- Lead work of part-time staff and instruct all support staff in the safe and efficient use, care and maintenance of tools and equipment, and horticultural practices.
- Comply with requirements of the Occupational Health & Safety Act, The Highway Traffic Act, all Federal, Provincial and City regulations, policies and procedures.
- Remove and/or flag obstacles hazardous to employees or the public or that interfere with the safe operation of vehicles or equipment, and duly note and report such conditions to a Lead hand or Supervisor.
- Complete daily activity time sheets; Report on variances in daily work plans
- Immediately report vandalism, mechanical difficulties and damage.
- Perform other related duties as assigned.

QUALIFICATIONS:

- Experience related to the duties listed above, normally acquired through the completion of a Grade 12 diploma plus 2 year post-secondary certificate or diploma in Horticulture or closely related field of study

and 1 - 2 years of relevant gardening experience. Candidates with equivalent combination of education and experience may be considered.

- Must possess a Class D-Z licence with a good driving record
- Demonstrated experience, knowledge and understanding of tools, equipment and procedures relevant to gardening/horticultural activities
- Thorough knowledge in currently accepted industry practices for plant health care including propagation techniques, greenhouse environmental controls, insect and disease identification and Integrated Pest Management controls
- Certifications in Forklift, Chainsaw, 0-8 tons crane operations, and confined space entry would be an asset
- A valid Ministry of Environment Land Class licences for Landscape and Industrial Vegetation to perform land extermination and a Structural Class licence for the greenhouse rodent control would be an asset
- Effective communication skills, both oral and written, customer service and problem solving skills
- Proficient time management and record keeping skills and flexibility in adjusting between a variety of duties
- Ability to work with minimal supervision and as part of a team
- Must be a reliable self-starter and undertake all aspects of the job thoroughly and willingly
- Must possess an understanding of the MTO's Book 7 for Temporary Conditions, and proven knowledge of the Occupational Health and Safety Act and other applicable legislation;
- Demonstrated proficiency with Microsoft Office software, including Word and Excel.
- Ability to perform a variety of physical activities including lifting, digging, shoveling, raking and climbing ladders and be able to actively participate in daily activities, working within live traffic conditions and adverse weather conditions

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