

# Employment Opportunity



## Seasonal Grounds Manager (Succession Position)

The Township of Laird is seeking a Seasonal Grounds Manager to begin immediately for training alongside the outgoing Grounds Manager, who concludes his final season in early October. This seasonal position runs May to mid-October each year (approximately 800 hours, with full-time hours in summer). The successful candidate will assume full duties in May 2027.

The Grounds Manager is responsible for grounds maintenance across municipal properties, minor building and equipment repairs, and supervision of the seasonal summer student.

### Key Duties and Responsibilities:

- Mowing and string trimming at municipal properties
- Grounds maintenance, including safe chainsaw use
- Minor repairs and maintenance to municipal buildings
- Equipment maintenance and arranging repairs
- Assigning work and supervising the seasonal student
- Ensuring compliance with the Occupational Health and Safety Act
- Professional communication with staff, residents, and Council
- Other duties as assigned

Mileage is paid for transporting equipment between sites.

### Qualifications:

- Grade 12 education
- Minimum three months related experience
- Ability to operate a garden tractor
- Chainsaw certification
- Ability to perform minor building repairs
- Strong organizational, communication, and interpersonal skills
- Ability to interpret instructions and safety documents
- Sound judgment and ability to follow written, oral, or diagram instructions
- Reliable personal vehicle suitable for transporting equipment between sites

**How to Apply:** Submit a resume and cover letter by email to [clerk@lairdtownship.ca](mailto:clerk@lairdtownship.ca), or drop off/mail to Township of Laird, 3 Pumpkin Point Road West, Echo Bay, ON P0S 1C0 marked "Seasonal Grounds Manager" by Friday, September 11, 2026 at 5:00 p.m.

**Accessibility & Privacy:** The Township of Laird is an equal opportunity employer and will provide accommodations upon request. Only those selected for an interview will be contacted. Personal information is collected under MFIPPA.