



# Seasonal Municipal Operations Worker

**Department:** Operations

**Reports To:** Director of Operations / Supervisor (as assigned)

**Term:** April 2026 – September 2026

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## Position Summary

The Village of Fundy Albert is seeking a motivated and reliable Seasonal Municipal Operations Worker to support the maintenance and upkeep of municipal infrastructure, public spaces, and facilities throughout the summer season.

This is an entry level position and involves a wide range of hands-on work, both independently and as part of a small team, contributing to the safe, clean, and efficient operation of municipal services across the community.

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## Responsibilities

The Municipal Operations Worker will carry out a variety of operational and maintenance tasks, including but not limited to:

- Maintaining and repairing transportation infrastructure, including sidewalks, streets, storm drains, and ditches.
- Supporting the upkeep of recreational facilities such as parks, trails, ballfields, and pools (including mowing, trimming, and general grounds maintenance).
- Performing mowing, brush control, and grounds upkeep at lagoons, cemeteries, and other municipal properties.
- Watering and maintaining gardens, hanging baskets, and landscaped public spaces.
- Emptying public garbage receptacles and ensuring municipal areas remain clean and presentable.

- Cleaning and maintaining public washroom facilities to a high standard.
- Conducting daily equipment checks and performing basic preventative maintenance on trucks, tractors, tools, and equipment.
- Performing traffic control duties and supporting safe work practices at municipal worksites.
- Assisting with seasonal maintenance and other operational tasks as required.
- Performing additional duties as assigned in support of municipal operations.

This position may report to various worksites and facilities throughout the Municipality of Fundy Albert.

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## Qualifications

The successful candidate will possess:

- High school diploma (or equivalent).
- Valid Class 5 New Brunswick Driver's License with a clean driver's abstract.
- Ability to work both independently and as part of a small team.
- Strong work ethic, reliability, and a high level of personal responsibility.
- Experience operating trucks, equipment, and power tools is considered an asset.
- Physical capability to perform demanding outdoor work, including lifting up to 50lbs and working in varying weather conditions.

Previous municipal experience, traffic control training, or experience with grounds maintenance and equipment operation are considered assets but are not required.

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## Competencies

- Self-motivated and able to work with minimal supervision.
  - Takes pride in maintaining clean, safe, and well-presented public spaces.
  - Strong attention to detail and ability to follow direction.
  - Reliable, punctual, and adaptable to changing priorities.
  - Professional and respectful in interactions with coworkers and the public.
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## Working Conditions

This is a seasonal full-time position (40 hours per week), scheduled Tuesday to Saturday, 8:00 a.m. to 4:30 p.m., with a 30-minute unpaid lunch break.

Hours may vary based on weather conditions and operational requirements, and occasional flexibility may be required to support service delivery.

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## Compensation

- Hourly rate: **\$22.00 – \$24.00**, based on experience
  - Vacation pay in accordance with provincial standards
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## Additional Information

The Village of Fundy Albert is committed to maintaining a respectful, safe, and team-oriented work environment.

There may be opportunities for continued or future employment based on performance and operational needs.

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## How to Apply

Interested applicants are invited to submit a résumé and cover letter by **4:30 p.m. (AT) on April 8, 2026**.

Applications may be submitted by email to [assistant@fundyalbert.ca](mailto:assistant@fundyalbert.ca) (PDF preferred), or by hard copy to:

**Attn: Assistant**  
Village of Fundy Albert  
61 Academy Street  
Hillsborough, NB E4H 2R4

Questions may be directed to [assistant@fundyalbert.ca](mailto:assistant@fundyalbert.ca) or 506-734-3733.