



CONTRACT CAMPGROUND CARETAKER

Spring Lake Campground (SW 24-75-11-W6) Term Position (May 6 – Sep 30, 2024)

Saddle Hills County is accepting Expressions of Interest from motivated individuals (or couples) to join our team as a Contract Caretaker for the 2024 season. The campground consists of 66 sites, with up to 10 of the sites available for seasonal use, as well as both group use and day use areas. The Caretaker must either provide their own RV and live on-site or be prepared to commute to and from the campground daily, for the duration of the 20-week camping season.

Caretaker Duties

Because this position involves outdoor physical work, applicants must be physically capable of performing the duties described below.

Duties include, but are not limited to, telephone monitoring (landline in Caretaker's office), administering the online reservation system (a digital notebook and training will be provided), fee collection for campers paying in cash, bookkeeping, janitorial duties, ordering firewood, grass cutting, site maintenance, inspection of playground equipment, supervision, enforcement of campground rules, checking patrons in/out, and minor repairs. Grass cutting equipment, cleaning supplies, and a Utility Terrain Vehicle will be provided. Caretaker(s) will also be required to attend safety orientation training.

For additional information about this role, please contact Facilities Coordinator Todd Tycholiz at (780) 864-3760 or by email at tycholiz@saddlehills.ab.ca.

Qualifications

- Caretaker(s) will be required to have a valid driver's license and a current first aid/CPR certificate.
- Personal transportation would be an asset.
- Caretaker candidates, as well as any support personnel sub-contracted by the Caretaker, must provide a clear criminal record check prior to commencement of the position.

Work term: May 6 - September 30, 2024

Closing date: Position will remain open until suitable candidate(s) is/are found.

Start date: May 6, 2024

Please submit Expressions of Interest, along with references, via one of the following methods:

- Email: tycholiz@saddlehills.ab.ca
- Mail: Attention: Todd Tycholiz, Saddle Hills County, RR1, Spirit River, AB T0H 3G0; or
- In-person: Saddle Hills County Administration office, located at 79177 Range Rd. 84, at the intersection of Hwy 49 and Hwy 725.

The County thanks all applicants for their interest in the above position. Please note that only those candidates shortlisted will be contacted.

Further details are available at:
www.saddlehills.ab.ca