



**Job Title:** Park Attendant

**Location:** Plumper Cove Marine Park

**Position Type:** Full-Time

**Department:** BC Parks

**Reports To:** Park Manager

**Job Summary:**

The Park Attendant is responsible for ensuring a clean, safe, and welcoming environment for all visitors to BC Parks. This role includes a variety of tasks such as maintaining park facilities, providing excellent customer service, and assisting with events and activities. The ideal candidate is enthusiastic about the outdoors, enjoys working with the public, and is committed to preserving the beauty and functionality of the park.

**Key Responsibilities:**

**Maintenance and Cleanliness:**

- Perform routine cleaning and maintenance of park facilities, including pit toilets, picnic areas, campsites, fire pits, dock, grassy field and walking paths.
- Collect and dispose of litter throughout the park.
- Conduct regular inspections of the park to identify and address maintenance issues such as broken equipment, graffiti, or safety hazards.
- Assist with landscaping tasks such as mowing and trimming as needed.

**Customer Service:**

- Provide a welcoming and informative presence for park visitors, answering questions and providing information about park amenities, rules, and events.
- Respond to visitor concerns and complaints promptly and professionally, escalating issues to the Park Manager when necessary.
- Assist in the coordination and facilitation of park events, and activities.



### **Safety and Security:**

- Monitor park areas to ensure the safety and security of visitors and facilities.
- Enforce BC Park rules and regulations (fire bans if in effect and quiet hours after 10 pm, etc.)
- Assist with emergency response efforts as needed, including providing first aid and contacting emergency services.

### **Administrative Duties:**

- Maintain accurate records of cash collections, daily maintenance and cleaning, incidents, and visitor or wildlife interactions.

### **Qualifications:**

- Driver's License and Criminal Record Check required.
- Previous experience in a similar role or in customer service is preferred.
- Strong interpersonal and communication skills.
- Basic knowledge of maintenance and landscaping practices.
- Ability to work independently and as part of a team.
- Physical ability to perform manual labor, including lifting heavy objects and working in various weather conditions.
- First Aid and CPR certification (or willingness to obtain).
- WHMIS certification (or willingness to obtain).
- BC Boat License (or willingness to obtain).

### **Work Environment:**

This position involves working outdoors in various weather conditions. The Park Attendant may need to work weekends and holidays depending on park activity schedules.

### **How to Apply:**

Interested candidates should submit a resume and cover letter to [judy@sunshinecoastparks.com](mailto:judy@sunshinecoastparks.com)  
Applications will be accepted until April 1, 2025

### **Equal Opportunity Employer:**

Sunshine Coast Parks which is run by Swens Contracting Ltd. is an equal opportunity employer and encourages applications from individuals of all backgrounds and experiences. We are committed to creating an inclusive environment for all employees.



This job description outlines the primary responsibilities and qualifications for the Park Attendant position at Sunshine Coast Parks. It is intended to provide a comprehensive overview of the role but is not exhaustive. Duties and responsibilities may be adjusted based on the needs of the park and the skills of the individual hired.

Job Type: Full-time / Option to live on site if based outside of Gibsons, BC

Pay: \$18.00-\$20.00 per hour

Expected hours: 40 per week

Schedule:

- 8 hour shift
- Day shift
- Monday to Friday
- Weekends as needed
- Opportunity to live on site

Work Location: In person

Application deadline: April 1, 2025