



<b>Position:</b>	Summer Student: Groundskeeper
<b>Reports to:</b>	Grounds Manager
<b>Position Group:</b>	School Operations
<b>Term:</b>	Summer term: 8 weeks – May to June and July to August (two positions)

## Overview

Strathcona-Tweedsmuir School (STS) is a premier co-educational day school nestled in the Foothills of the Rocky Mountains just outside of the City of Calgary on a 220-acre campus. As an International Baccalaureate (IB) World School, STS offers all three IB Programmes from Kindergarten through to Grade 12.

In addition to the global perspective offered by the IB Diploma Programme, the School offers an extensive co-curricular program in a technology-rich environment. Students take advantage of the amazing natural setting including a small pond, forest, and extensive trail system to complement their academic learning.

STS combines the rich traditions from its 117 years of history with innovative and research-based instructional practices where students pursue lives of purpose, flourishing emotionally, physically, and intellectually.

STS is seeking two summer students for our Groundkeeper positions.

## Detailed Job Description

If you love the great outdoors and working hard with your hands for fair compensation, then the job of groundskeeper is ideal for you. Groundskeepers maintain and improve the landscapes around buildings and facilities, making sure that the place in question always looks its best. In addition, they will keep walkways from becoming slippery during the rain, and spotting other potential dangers around the building. The health and safety of employees and guests alike is in the hands of the groundskeeper.

## Core Areas of Responsibility

- Clean exterior areas of buildings on our campus on a daily basis, as well as performing additional seasonal cleaning tasks.
- Pick up and remove trash and debris from the property and dispose of it appropriately on a daily basis.
- Maintain landscaped and garden areas by cutting grass, trimming trees and bushes and weeding flower beds.



## Requirements and Qualifications

- High school diploma or GED.
- Ability to work independently.
- Able to communicate effectively with staff and visitors to the facility.
- Must have class 5 drivers license.
- At least one-year experience in grounds maintenance.
- English language proficiency.

## Application Instructions

Applications must contain a cover letter, your resume, the names and contact information for three work-related references one of which must be a direct supervisor (your references will not be contacted without your prior consent). Please submit your application via email to [careers@sts.ab.ca](mailto:careers@sts.ab.ca) with the position noted in the subject line. Please do not send documents via OneDrive or other cloud-based services and please do not send letters of reference, evaluations, and/or transcripts unless asked to do so.

Applications will be reviewed as received and interested applicants are strongly encouraged to apply early as the position may be filled as soon as a qualified candidate is selected.

We thank all those who apply, but only those selected to participate in the next phase of our interview process will be contacted.

Strathcona-Tweedsmuir School provides a welcoming environment for all employees and encourages diversity among staff and students as part of our commitment to the Alberta Human Rights Act.