



Engineering and Transportation Student - Seasonal

Application Deadline – Before Noon on January 17, 2025

Salary – \$23.70 / Hour

Duties:

Reporting to the Director of Public Works and Operations Coordinator, the Civil Engineering Student will gain knowledge and practical experience in the civil engineering career field. The student will be responsible for assisting in surveying, preparing and reviewing technical documents, inspecting various municipal projects, asset management including GIS data entry, traffic counting, and other related duties as assigned.

- Assist in surveys, technical document preparation and inspection of various municipal projects, (i.e. annual resurfacing program).
- Assist in the maintenance of the department's filing system.
- Perform, record and analyze traffic count information.
- Asset inspections and updating database for municipal infrastructure
- Organize, input and analyze gathered information into electronic database systems, GIS system, ACAD drawings and on paper maps.
- Comply with the Occupational Health and Safety Act and applicable regulations
- Other duties as assigned.

Requirements:

- Must be 18 to 30 years old (as per the Canada Summer Jobs Grant)
- Must be a post-secondary student, currently working toward a Civil Engineering degree or Civil Engineering Technology diploma (GIS Technician will also be considered)
- Must be able to work outdoors in all weather conditions
- Must have strong organizational and time management skills
- Must have strong communication and interpersonal skills
- Must be able to work well as a team and independently
- Must possess a valid Ontario Class G2 or G Driver's license
- Familiarity with GIS, AutoCAD and Microsoft Office software would be an asset
- Must have safety footwear (CSA Approved)
- Relevant work experience would be an asset

This is a full-time summer position that will run from May through August and will generally work 35 hours per week (Monday-Friday) from 7:30 a.m. to 4:30 p.m. Overtime may be required

Please submit your application to the address or email below.

We thank all applicants for their interest. Only those selected for an interview will be contacted. Successful applicants (over 18 years old) will be required to complete a satisfactory Vulnerable Sector Check.

Jessica Wilson
Executive Assistant – Public Works Department
Town of Plympton-Wyoming
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The Town of Plympton-Wyoming is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. We endeavour to accommodate the needs of candidates under the Ontario Human Rights Code and the Accessibility for Ontarians with Disability Act throughout all stages of the recruitment and selection process. If contacted for an interview, please advise if you require accommodation. Personal information for this position is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and is used to determine eligibility for potential employment.