



## Public Works Maintenance Personnel

**Position:** Maintenance Personnel **Reports To:** Director of Works – Aubrey Whittleton  
**Location:** 412 26<sup>th</sup> Street West, Battleford, Saskatchewan  
**Hours of Work:** Monday to Friday, 7:30 am to 12:00 pm and 1:00 pm to 4:30 pm  
**Posting Date:** 2026-February-18 **Closing Date:** 2026-March-03 @ 4:30 PM

### Position Overview

We are seeking a motivated Public Works Maintenance Personnel to join our team. This role is responsible for maintaining public works facilities and infrastructure in a safe, efficient, and timely manner. The ideal candidate will ensure high standards of workmanship and adhere to company policies related to quality, safety, and cost control.

The position is open to all qualified applicants and is covered by the Canadian Union of Public Employees (CUPE) Local 3003 Collective Agreement.

### Duties and Responsibilities

- Clean and maintain work sites, ensuring safety and organization.
- Perform general maintenance tasks such as tree trimming, facility cleaning, vehicle maintenance, painting, garbage collection, and street repairs.
- Participate in project meetings and help monitor progress.
- Assist in equipment maintenance and perform safety checks.
- Ensure compliance with safety regulations and assist with material orders.
- Assist with administrative tasks like timesheet completion and daily logs.

### Qualifications and Requirements:

- High school diploma (Grade 12) or equivalent.
- 1 year of experience in a similar maintenance or public works role.
- Valid Saskatchewan Class 5 Driver's License.
- Ability to communicate effectively and work independently.
- Physically fit and able to perform strenuous tasks.
- Mechanically inclined with strong problem-solving skills.

### Willingness to:

- Work independently with minimal supervision
- Be on call during winter months
- Accept responsibility in the absence of the Public Works Manager
- Adapt to changing priorities and accept constructive feedback
- Follow all safety, licensing, and statutory requirements

### Salary and Benefits:

- Hourly wage of \$25.73 in accordance with the current CUPE Agreement.
- Comprehensive benefits package including health, dental, and pension (MEPP).
- Paid vacation, sick leave, and statutory holidays.
- Stable, community-focused municipal employment with opportunities for advancement.

### Desired Experience & Training

- WHMIS
- First Aid & CPR
- OH&S Levels I & II
- Fireman's Certificate
- Powered Mobile Equipment (PME) certification
- Knowledge of Public Works Department operations

### How to Apply

Submit your resume and cover letter to:  
Town of Battleford – Aubrey Whittleton  
[aubrey@battleford.ca](mailto:aubrey@battleford.ca) | 392 25<sup>th</sup> Street West, Battleford, Saskatchewan

Please reference "Public Works Maintenance Personnel" in your application.

*The Town of Battleford is committed to employment equity and encourages all qualified individuals to apply.  
Please Note: Priority will be given to internal applicants.*