

**Position Title:** Cemetery Labourer

**Position #:**

**Reports To:** Director of Public Works & Facilities

**Department:**

**Service Area:** Infrastructure Services

**Last Updated:** January 2025

**Association:** N/A

**General Purpose of the position:** Join our Cemetery team to maintain and upkeep active, abandoned and historical cemeteries in our community. Additionally in this role you will be asked to provide support for winter maintenance for the Public Works Department as required.

**Functional Duties:**

1. General maintenance and upkeep of active, abandoned and historical cemeteries including cutting grass, maintain headstones, prepare sites for burial and after burial maintenance.
2. Plow snow and maintain driveways at all municipal facilities.
3. Tree maintenance as required.
4. Coordinate and oversee the use of contractors for burials and maintenance.
5. Provide winter maintenance for cemeteries and support across departments for winter maintenance, as

Certifications or Licensing Required: Class G Drivers License

Certification or Education Assets: High School Diploma

Additional Information on Position: 40 hours/week. Weekend and evening shifts possible