



Township of Melancthon

Job Posting

Public Works Summer Student

This posting closes at 4:00 p.m. on Friday, April 13, 2026

The Township of Melancthon is currently accepting applications for the position of Public Works Summer Student.

We are seeking a reliable and enthusiastic summer student to support the Township Public Works Department from May 2026 to August 2026. The successful candidate will assist with a range of duties and must be self-motivated, able to work independently with minimal supervision, and comfortable working as part of a team. Basic computer proficiency is required.

Qualifications:

- Must meet requirements of the Canada Summer Jobs program.
- Must be a current post-secondary student attending an accredited University or Community College or Ontario Ministry of Education equivalent.
- Must be attending on a full-time basis at the time of application:
Full-time attendance is defined by the educational institution and typically requires 4 or more courses per semester.
- Must be returning to full-time attendance in September of 2026.
- Must be legally entitled to work in Canada and able to provide a Social Insurance Number (SIN).
- A valid G Driver's License
- A clean Drivers Abstract
- Must have reliable transportation, this is an in-person position, not accessible by public transportation.

Responsibilities:

- Performing general maintenance and duties across assigned areas.
- Collect and dispose of garbage and debris in parks.
- Conduct park maintenance, including raking and removing debris watering flowers.
- Perform roadside maintenance including clearing debris, and weed eating around signs and guardrails.
- Perform shop maintenance duties, including cleaning work areas, equipment and maintaining a safe and tidy workspace.
- Be able to lift 40 lbs. and complete other tasks as assigned.
- This position may be required to work after normal hours or on weekends, on occasion.

The successful candidate will be asked for the following:

- Proof of your authorization to work in Canada.
- Verification of your current and valid certificate(s) and/or educational qualifications.
- Ontario Driver's License abstract.
- Criminal Record Check.

Compensation:

This is a non-union position with an hourly wage of \$18.00 (2026 rates).

Hours of Work:

Monday to Friday, 7:00 a.m. to 4:00 p.m. (42.5 hours per week).

Location and Environment:

This is an in-person temporary position, at the Township Public Works Yard located at: 157101 Highway 10, Melancthon ON

Please note: This position does not qualify for remote work.

Please email a cover letter and resume to: sculshaw@melancthontownship.ca

Deadline:, April 13, 2026 at 4:00 p.m.

The Township of Melancthon is an equal opportunity employer. If you require any accommodation at any point during the application and hiring process, please contact our office. Any information received relating to accommodation will be addressed confidentially.

Personal information will be used to determine eligibility for potential employment and is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act.

We thank all applicants; however, only those selected for an interview will be contacted.