



Resort Village of Shields

Come Home to the Lake Life

Summer Staff Posting

The Resort Village of Shields is a lakeside community nestled along the west shore of Blackstrap Lake, located south of Saskatoon in the Rural Municipality of Dundurn. We are seeking energetic and self-motivated young people to be a part of our summer team.

Responsibilities will include, but are not limited to, daily and weekly tasks such as mowing and landscaping work; facility cleaning and minor maintenance and assisting in projects as directed. In addition, one of the positions will be an administrative role and will involve office duties, scheduling and community programming.

The summer staff will report directly to the Operations Manager or the Chief Administrative Officer. They will be provided training and direction and will be expected to carry out their duties with minimum supervision. The successful candidates for these positions will work well both independently and as part of a team.

The qualifications required for this position include a valid driver's license, and currently being a high school or post-secondary student. Experience working outdoors and with equipment would be an asset for the maintenance role. Experience with the Microsoft suite of programs is required for the administrative position. These seasonal positions run between May/June through to September. The salary for this position is between \$14.50-\$16.00 per hour based on experience and will be determined at time of hiring.

To apply, please submit a resume and cover letter to admin@shields.ca
on or before **April 30, 2023**.

Please note that only applicants who are selected for an interview will be contacted.

Thank you!