

**JOB POSTING**  
(Competition #18-003)

**POSITION:** **Water Smart Ambassador**  
*(Approximately 4 month temporary term)*

**HOURS OF WORK:** Part-time, average of approximately 25 hours per week, up to a maximum of 35 hours per week

**HOURLY RATE:** \$24.3093 per hour; Inside Workers – Pay Grade 1

**POSITION SUMMARY:**

The Water Smart Ambassador provides support to individuals in the community to make the link between water usage information and action. The Water Smart Ambassador provides general water conservation information to the community; generates and responds to residential inquiries about water conservation; and, carries out Lawn and Garden Water Assessments at residential locations.

**ESSENTIAL QUALIFICATIONS**

**EDUCATION:** Completion of Grade 12 or an equivalent G.E.D.

**LICENSES/CERTIFICATES:** Valid BC Driver's License – Class 5

**EXPERIENCE:** At least one year of experience in providing customer service and/or working with the public at a one-on-one level

**SPECIFIC SKILLS:** Excellent interpersonal communication skills  
Self-motivated and highly organized  
Basic computer skills, including experience in the use of Microsoft Word, Excel and PowerPoint

**SPECIAL REQUIREMENTS:** Interest in water and environmental issues  
Access to a vehicle

This position is covered under the Collective Agreement between the City of Cranbrook and C.U.P.E. Local 2090 – Cranbrook Inside/Outside Workers.

Interested applicants are requested to submit a covering letter and resume. Applications will be accepted up to **4:00pm (MT), Wednesday, February 28, 2018**

Human Resources - City of Cranbrook  
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E-mail: [hr@cranbrook.ca](mailto:hr@cranbrook.ca) (Submissions in Word or .pdf formats only)