

Job Profile

Job Profile Name:	Field Operations Assistant
Job Code:	CADA-00012
Employee Group:	AMUSE Casual

Job Summary:

Under the direction of the immediate supervisor, the incumbent may perform some or all of the listed general functions. These functions are of low complexity and the incumbent performs them using precise instructions provided by his/her immediate supervisor or other team members.

Typical Functions:

1. Carries out horticultural tasks (seeding, transplanting, pruning, weeding, hoeing, maintaining & harvesting vegetable and fruit crops).
2. Assists with tasks related to indoor/outdoor markets. Prepares harvested produce (trimming, cleaning, bundling, grading, weighing, packaging, storing). Occasionally assists driver with delivery of produce at selected locations.
3. Maintains mature ornamental and/or fruit trees and shrubs in designated areas, and/or seedlings in a nursery (propagation, planting, labelling, pruning, transplanting/relocating, felling, irrigating, removing invasive species, etc.).
4. Assists with ground and/or trail maintenance (lawn mowing, signage, soil transporting, trail grooming and clearing, snow clearing, fence repairs, painting, emptying trash and recycling bins, etc.).
5. Assists with delivery of community engagement activities (guided tours).
6. Assists with land and plot preparation (soil tilling, rock picking, seeding, weeding, fertilizing, irrigation, drainage). May be required to assist with data collection for research purposes (growth, size and yield observations, counting, maintaining logs).
7. Assists with large-area field work for production of forage and grain crops.
8. Carries out general maintenance tasks.
9. The list of functions outlined above is representative and not a complete and detailed list of tasks which may be performed by an incumbent.

Minimum Education, Certification and Experience:

- High School Diploma with minimal or no experience