

Park Attendant Checklist

Duties for each shift

- Unlock washroom doors at beginning of shift.

Clean washrooms #1

- Clean Toilets and Mirrors
- Garbages/Sanitary containers emptied
- Touchpoints are sanitized (toilet handle, sink taps, door handles, etc)
- Sweep floors - ensure they are free of debris

Trim and Edge Grass in the following areas:

- Trees and benches
- Pool and Splash Pad Buildings
- Garden Beds, Fences and Walls

Splash Pad Review

- Splash Pad is free from debris (objects, leafs, pinecones, trash etc.)
- Splash Pad Apparatuses are in working condition (Watch water come out of all fixtures)
- All shelters are clean and free of debris

Park Review

- Check all benches and picnic tables - ensure they are in good condition
- Empty Waste Bins in the Park

Clean washrooms #2

- Clean Toilets and Mirrors
- Garbages/Sanitary containers emptied
- Touchpoints are sanitized (toilet handle, sink taps, door handles, etc)
- Sweep floors - ensure they are free of debris

Walk up King Street - Pick up Garbage on King Street (from St. Lawrence to Edward and back)

End of Shift Tasks

Turn all lights off at end of shift

Lock all doors at end of shift

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