

Grandview Municipality Student Hiring Policy

Effective Date: April 13, 2016
Resolution Number: 2016-102

Policy Statement:

The Grandview Municipality hires student(s) for Summer Employment to assist with beautification duties and special projects as required.

Purpose:

The purpose of this policy is to hire the best qualified employees for summer student positions in a fair and equitable manner.

Procedure:

1. The CAO and Public Works Manager will determine the requirement, if any, of the number of summer students in April of each year.
2. The position(s) will be advertised in the local paper.
3. Applications will not be accepted after the due date as posted in the advertisement.
4. The CAO and Public Works Manager will conduct interviews of the selected candidates.
5. The CAO and Public Works Manager will choose the suitable applicant(s).
6. The Municipality will not discriminate against any person for reasons protected under the Human Rights Code, such as but not limited to age, sex, race, creed, colour, marital status, ethnic or national origin, sexual preference, political or religious affiliation.
7. Immediate family members of all currently employed staff of the Grandview Municipality and immediate family members of current Members of Council are disqualified from a Summer Student position.
8. All summer students must be at least 16 years of age as of the starting date of their employment with the Municipality. If a grant specifies a different age, the grant will take precedence.

9. All summer students must be registered as a full-time student in the previous academic year, and intend to return to school (either secondary, post-secondary, technical or vocational) on a full time basis in the next academic year.
10. The CAO will apply for any and all grants that may be available for summer employment. The hiring of the students must comply with all terms set out with any grants that are received.
11. The Public Works Manager and CAO will provide supervision of the students.
12. In the event there are no suitable candidates, the above conditions may be waived with the authorization of the CAO and Public Works Manager.