



**JOB DESCRIPTION:  
Community Ambassador  
Full-Time Position (30hrs/week), Seasonal  
Transcona Business Improvement Zone (BIZ)**

**Summary:**

The Transcona Business Improvement Zone has a membership of 170 businesses and actively supports our members in achieving growth, promoting Transcona's unique character, and beautifying the community.

Our Community Ambassadors connect and provide on-the-street customer service and support for all Transcona businesses and members of the public by answering questions, promoting Transcona BIZ programs and events, and beautifying the Zone. Our ideal candidate has a passion for Transcona, enjoys connecting with people, and loves going the extra mile to provide outstanding customer service.

**Key Responsibilities:**

- Work to strengthen relationships for the BIZ within the community, including interacting with BIZ membership, soliciting feedback from members, and identifying solutions to address concerns.
- Assist with Transcona BIZ events and programs including Community Markets and Festival of Banners.
- Assist with the maintenance of BIZ street elements, including picking up litter, emptying garbage from BIZ owned receptacles, planting, and maintaining flowers throughout the Zone.
- Operate a truck and gator for watering flowers in planters and hanging baskets.
- Operate gas-powered weed whacker and electric lawn mower to remove weeds and cut grass.
- Remove graffiti using chemicals, electric paint gun, and gas-powered pressure washer.
- Document graffiti-removal jobs through paperwork and Excel spreadsheets.
- Assist with updating website, social media, and producing content for the BIZ Bullet Community Paper.
- Other duties as assigned.

**Qualifications:**

- Between 18-29 years of age, live in Manitoba, and legally entitled to work in Canada.
- Solid work ethic, dependable, and reliable
- Ability to work effectively in a team environment with minimal supervision.
- Ability to work outdoors in all types of weather including working days, evenings, and weekends.
- Ability to perform all physical duties as required by the position including moderate lifting, extensive walking, and operating equipment.
- Some experience in landscaping, plant care and painting.
- Understanding of Safe Work procedures and practices.
- Possess a positive attitude with strong interpersonal, problem solving and customer service skills.
- Willingness to learn new skills as needed.
- Valid Class 5 Full Stage Driver's License.

**Rate of pay:** \$12.35 per hour

**Hours:** This is a full-time, seasonal position requiring 6-7 hours per day, Monday to Friday. Evening and weekend shifts may be required. Actual hours and days will vary depending on operational needs and events.

If you are interested in applying for this opportunity, please forward your resume and cover letter with the position title in the subject line. Deadline for submissions is May 7, 2021.

**Transcona BIZ  
108 Bond Street  
Winnipeg, MB R2C 2L2  
[admin@transconabiz.ca](mailto:admin@transconabiz.ca)**

*Please be advised only those selected for an interview will be contacted.*