



North Middlesex
Facility Operator (40 hours/week) – Full Time

Department: Community Services - Parks and Recreation
Reports To: Recreation/Facilities Manager
Proposed Start Date: Immediately

Position Summary

Under the supervision of the Manager of Recreation and Facilities, the Facility Operator performs duties for the day-to-day operation and maintenance of recreational facilities, including, but not limited to the arena, community centre, fire hall, parks, gardens, grounds and playfields. This position works in a team environment alongside other operators, seasonal staff and contractors to ensure proper operation and maintenance of the municipal facilities.

Qualifications and Experience

Education:

- Completion of Secondary School, preferably with a background in trades and occupations.
- Basic Refrigeration Certificate and Certified Ice Technician (CIT) through the Ontario Recreational Facilities Association and Certified Building Technician (C.B.T.)

Experience:

- 2-3 years of progressive experience in recreation, facility and/or park operations, including maintenance and repair experience or related experience considered an asset.

Knowledge/Skill/Ability:

- A working knowledge of basic building construction and maintenance, including electrical, plumbing, HVAC and basic refrigeration.
- Effective written and oral communication skills, as well as experience in reading, listening and following directions
- Completing mathematical calculations for working with equipment and materials.
- Ability to read operating manuals, schedules and construction plans.
- Training in the safe and effective operation and care of tools, equipment, machinery and other resources of the Parks and Recreation Department, including tractor, mower, line trimmer, floor scrubbers, pickup truck, ice re-surfacer, compressors and hand tools.
- Ability to deal with the public with diplomacy and tact.
- Knowledge of liquor licensing provisions, including Smart Serve certification.
- Ability to follow through with assigned tasks, to ask questions and ensure that the tasks are completed in an effective, timely and efficient manner, based on policy or supervisory direction.
- Following procedures, policies and other documentation required to effectively deliver the Municipality's facilities programs.
- Ability to regularly lift more than 25 kg.

Other Requirements

- Must have a keen interest in working in a team environment.
- Must have excellent internal and external customer service abilities.
- Experience with maintaining buildings, parks, playfield maintenance
- Must be physically capable of carrying out the essential duties of the job.
- Maintains a valid Class G license (Driver's Abstract required).
- Vulnerable Sector Check (Successful VSC)

Hours & Conditions of Work

40 Hours/Week – hours may vary outside normal operating hours including afternoons and weekends; or possible extended hours as required.

What we Offer:

- Compensation: \$25.61 - \$27.08 (based on qualifications)
- Comprehensive health and dental benefits
- Participation in OMERS (Ontario Municipal Employees Retirement System)
- Employee Family Assistance Program
- Ongoing training and development

Submission of Application:

<https://www.northmiddlesex.on.ca/careers>

Closing Date: February 25, 2025 @ 12:00 p.m.

A complete position description can be viewed on the North Middlesex Website. We thank all candidates in advance. However, only those candidates selected for an interview will be contacted.

The Municipality of North Middlesex is an Equal Opportunity Employer. Accommodation will be provided upon request in accordance with the Accessibility for Ontarians with Disabilities Act (AODA). Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will only be used for the purposes of the candidate selection.