

Job Opportunity

The Corporation of the Town of Orangeville
invites applications for the position of

Facility Operator **Community Services Department** (Full-time position, 40 hours per week)

The Town has a full-time opportunity available for the position of Facility Operator. to perform a variety of duties in the operation and maintenance of multi-faceted facilities and their grounds. This is inclusive of repairs, routine maintenance, cleaning, snow clearing, an operation of various types of equipment.

Job Duties:

- Performs operation and maintenance of the two (2) Town facilities, including but not limited to: general repairs, painting, plumbing, carpentry and drywall, shoveling, cleaning, sweeping, mopping, and scrubbing.
- Operation and maintenance of all aspects of ice and arena floor surfaces, including but not limited to: ice maintenance, including installation, removal, painting, flooding, shaving, and testing; boards and shield maintenance, inspections, repairs, replacements, and cleaning; and floor maintenance, including cleaning and painting.
- Operation and maintenance of a Class "A" pool according to the Health and Promotions Act, including water testing, administering chemicals, cleaning, painting, inspections and repairs.
- Operating equipment to conduct floor, pool and facility maintenance, including ice resurfacers, edgers, sweepers, scrubbers, hand tools, and power tools.
- Performing daily and seasonal maintenance on equipment/vehicles.
- This position will also be scheduled to assist with outdoor Parks Operations, in accordance with Department needs.
- Other duties as assigned.

Qualifications:

- Secondary School diploma or equivalent.
- One (1) to two (2) years of experience in an arena environment.
- Basic Refrigeration Certificate, and Pool Operator Certificate.
- Standard First Aid/CPR.
- Valid G driver's license in good standing.

- Mechanical skills, including the ability to operate and perform basic maintenance on all facility equipment and perform basic maintenance.
- Proficient communications skills, problem solving skills, and interpersonal skills when dealing with staff and patrons.
- Working knowledge of Microsoft Office programs, including Word and Excel.
- Experience operating HVAC Systems, PerfectMind, building automation systems, and CIMCO 6000E controls would be considered assets.

Successful candidates will be required to complete a background check, including but not limited to a Vulnerable Sector Check and a Criminal Record and Judicial Matters Check, in accordance with the duties of this position.

Hourly Range: \$29.05 to \$33.99, Band 6 on the Town's 2022 Hourly Pay Grid, plus a comprehensive benefits package

Qualified candidates are invited to submit their resumes, in confidence, to Sarah Alexander, Human Resources Assistant, no later than 4 p.m. on **Tuesday, May 10, 2022**. Applications may be submitted online, or in person to the Town Hall located at 87 Broadway.

To select the best candidates to serve the Town of Orangeville and its people, several screening tools, including Police Record Checks are required as part of the hiring process for some employment or volunteer positions. When requested, applicants are required to provide a Police Record Check as a condition of their offer of employment. Police Record Checks must be dated within three (3) months of the employment offer to be considered valid. The specific type of Police Record Check required will be indicated in the job posting qualifications.

All new or rehired Town of Orangeville employees, volunteers and students, including returning Town of Orangeville Seasonal and Student employees, are required to be fully vaccinated against COVID-19 as a condition of being hired or rehired by the Town of Orangeville. The requirement to be fully vaccinated is subject to the Ontario Human Rights Code. If you are not fully vaccinated, a documented medical reason provided by a physician or registered nurse and time period for the medical reason may be accepted.

The Town of Orangeville is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance. By submitting your personal information to the Town of Orangeville, you consent to the collection, use, and disclosure of that information in connection with our recruitment, hiring and/or employment processes. Personal information on this form is collected under the authority of the Municipal Act, 2001, S.O. 2001, c.25, as amended, and will be used to determine the qualifications for employment with the Town of Orangeville. Questions about this collection should be directed to the Manager, Human Resources at 87 Broadway, Orangeville, Ontario L9W 1K1.