

Job Opportunity

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

Facility Operator

Community Services Department

(Two Full-time position, 40 hours per week)

Located on the north-west edge of the Greater Toronto Area, less than one hour's drive from Toronto and yet only moments away from the unspoiled, natural beauty of the Niagara Escarpment, the Town of Orangeville ("Town") offers an excellent combination of location, small town charm and urban amenities. Situated in the picturesque natural setting of the Hills of Headwaters, Orangeville is home to nearly 30,000 residents and is the largest urban community and regional service centre within the County of Dufferin. Orangeville is a great place to raise a family, with an excellent quality of life and a strong sense of community. The Town is committed to a value based, thriving and collaborative work environment that supports our employee's success. Our employees are passionate about delivering high-quality programs and services to our residents and are proud to contribute to making Orangeville one of the exceptional places to live in Canada.

The Town has two full-time opportunities available for the position of Facility Operator. This position will 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:

- Performing 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.
- Performing 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.
- Minimum of one (1) 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, Xplor Recreation, 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: \$30.56 to \$35.75, Band 6 on the Town's 2024 Hourly Pay Grid, plus a comprehensive benefits package.

Qualified candidates are invited to submit their resumes, in confidence, to Sarah Mayer, Co-ordinator, Human Resources, no later than 4 p.m. on **Wednesday, August 7, 2024**. Applications may be submitted online, or in person to the Town Hall located at 87 Broadway. Please do not email your application.

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.

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.