



Making life better in King

**King is Hiring**  
**Operator II – Facilities**

King Township is an idyllic countryside community of communities, proud of its rural, cultural, and agricultural heritage. We are respected for treasuring nature, encouraging a responsible economy, and celebrating our vibrant quality of life. As an organization, we are focused making life better in King, and enriching the lives of all those who live, work, and visit King Township by providing quality services and experiences.

Reporting to the Lead Hand – Facility Services, the Operator II - Facilities is responsible for the following:

- Performs day to day maintenance, general repairs, and janitorial tasks at applicable facilities.
- Operates, maintains, and monitors various mechanical systems including Building Automated Systems (BAS), general HVAC, refrigeration plant equipment, pool filtration equipment, boilers, etc. and completes required logs and paperwork in compliance with industry standards and practices.
- Installs and maintains ice surface(s), ice temperatures and humidity, perform plant readings, use, and maintain ice resurfaces as required by use of various methods including but not limited to ice resurfacer, ice edgers, ice scrappers, nippers, pebble, etc.
- Perform seasonal shutdown(s) including ice removal, curling rocks, and ice making equipment.
- Maintain water quality, perform water quality readings, and ensure compliance and a swim safe environment for staff and patrons in accordance with required guidelines. Complete required logs and documentation.
- Sets up and removes chairs, tables, and equipment for various functions (e.g., meetings, socials, events, recreation / sports programs), and oversees social functions providing various supplies and responds to any additional requests.
- Collect recycling materials, garbage, and compost from office/workstation, lunchrooms, and public area; replaces and disposes bags as directed.
- Cleans/inspects washrooms, empties garbage's, disinfects sinks, toilets, replaces washroom supplies, wash walls, mirrors, unclogs toilets.
- Further to the above, provide disinfection and sanitizing services to all washrooms, lunchrooms, lobbies, and public counters.
- Implements the ice maintenance program based upon identified usage (both day to day and special events).
- Reviews and monitors facility booking and rentals to ensure facility is clean, required set up is complete, customer needs are met.
- Performs routine maintenance tasks such as replacing light bulbs, fixing leaks, hanging objects on walls, general carpentry, plumbing, electrical, painting, and minor repairs, within scope of abilities and training.
- Provides immediate outdoor maintenance services to include litter picking, graffiti removal, cigarette but disposal, waste container cleaning and emptying. Where required, snow removal may need to be completed in addition to the above.
- Conduct opening/closing daily checklist and action and rectify any unsatisfactory items, such as snow removal on sidewalk and egresses, etc.
- Ensures compliance with Township standards and government regulations and ensures maintenance records are completed.
- Maintain all equipment in accordance with manufacturers' recommended maintenance and operating standards.
- Recommends repairs or improvements to buildings, changes or improvements to methods, procedures, policies, etc.
- Provides external customer service and responds to enquiries and/or resolves complaints, escalating appropriately where needed.
- Provides excellent internal customer service and works effectively with facility staff and staff from other departments.
- Ensures Township By-laws (no smoking, proper parking, etc.) and regulations governing the sale of alcohol are followed.
- Identifies and reports any major repairs that are necessary and any vandalism to Township property.
- Responds to on-site emergencies appropriately (e.g., vandalism, fire alarms, medical emergencies, etc.) and completes necessary paperwork in accordance with policies and guidelines.
- Maintain certifications and notifies Supervisor of any training and certification that is upcoming and requires recertification.
- Other duties and responsibilities as assigned.

The successful applicant will possess:

- Completion of a Secondary School Diploma (Grade 12).
- Minimum one (1) year of previous experience performing cleaning, maintenance and operational tasks in a recreation/municipal facility environment and operating heavy duty cleaning/operational equipment.
- Possession of an ORFA Basic Refrigeration Certificate.
- Certified Pool Operator (CPO).
- Canada Curling "Trained" Curling Ice Technician status considered as an asset.
- Current Standard First Aid with CPR-C & AED.
- Possession of a post-secondary diploma or degree, preferably in a related field (Recreation & Leisure, Facility/Building Management) would be considered an asset.
- WHMIS/GHS training an asset.
- Working at heights training an asset.
- Must have demonstrated problem solving, communication and organizational skills.
- Must have effective customer service skills to deal courteously and effectively with user groups, participants, the public and Township staff.

**Salary Range: \$59,550 - \$72,467 (2024 Rate)**

Qualified candidates are requested to forward their resume to [hr@king.ca](mailto:hr@king.ca) by **4:30 pm on October 10, 2024**

Or to Human Resources at 2585 King Road, King City, Ontario, L7B 1A1

Please visit [www.king.ca](http://www.king.ca) for full job description.

We thank all applicants and advise that only those selected for an interview will be notified.

Personal information (PI) is collected under the authority of the Municipal Act, 2001, S.O. 2001, c.25 and will be used to facilitate the hiring and recruitment process. Personal information (PI) will be protected in accordance with Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). Questions about the collection of personal information (PI) should be directed to the Human Resources Department, 2585 King Road, King City, L7B 1A1 or (905) 833-5321.

We are an Equal Opportunity Employer. In accordance with the [Accessibility for Ontarians with Disabilities Act, 2005](#), the Integrated Accessibility Standards Regulation 191/11 (IASR), and the Ontario Human Rights Code, the Township of King will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform Township Human Resources staff of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.