

Recreational Facilities Maintenance Supervisor

🏠 Posted 10-Mar-2025 (PST) | 🏢 Facilities | 💰 \$ 89448-105233 per year | 📄 Salary | 🕒 Full-time Permanent | 🏠 Exempt

👉 *Competitive wages, benefit and pension package. Opportunities for career development and professional advancement, including financial support for professional development. A diverse, inclusive and supportive workplace. Wellness incentives, Earned Time Off Program, flexible work environments, and Federal and BC statutory holidays.*

Penticton is a vibrant, innovative, healthy waterfront city focused on sustainability, community, and economic opportunity. At the City of Penticton, our goal is to serve our residents, businesses, and visitors through good governance, partnership, and the delivery of effective and community-focused services.

The **Facilities Department** is responsible for planning, design, construction, operations and maintenance of over 30 City-owned buildings. This department ensures these buildings operate at optimum efficiency to enable other City departments and lessees to effectively deliver services and programs to the community. The **Recreational Facilities Maintenance Supervisor** provides leadership and direction in the daily management and maintenance of the Recreational Facility.

Key Responsibilities:

- Ensure City-owned recreational facilities operate safely and efficiently.
- Supervise facilities maintenance staff, providing mentoring and support while coordinating daily operations, maintenance, and repair of buildings and equipment.
- Oversee daily staff supervision, scheduling, and coordination with internal stakeholders.
- Ensure completion of planned preventative and reactive maintenance activities.
- Manage facility maintenance projects within recreational facilities.
- Handle safety, security, risk management, and emergency operations, including JHSC, fire alarm and suppression systems, and intrusion alarms.
- Manage budgeting, including staffing and material costs, forecasting, reporting, and allocations.
- Administer the computerized maintenance management system.
- Respond to inquiries from staff, contractors, user groups, and the public, maintaining positive public relations.
- Organize, direct, train, supervise, and assist staff and trades in maintaining and constructing related City infrastructure.
- Provide technical guidance, leadership, motivation, coaching, instruction, and direction to work crews.
- Conduct site inspections to audit work completion, plan and prioritize work, ensuring quality, schedule adherence, budget compliance, and safe work practices.

Required Knowledge, Abilities & Skills:

- Excellent leadership qualities, including interpersonal and communication skills.
- Thorough technical knowledge of facilities maintenance and janitorial practices, standards, methods, tools, equipment, and applicable safety regulations for arenas, recreation facilities, and public buildings.
- Knowledge of plumbing, carpentry, and painting repairs related to facility maintenance.
- Knowledge of HVAC systems, refrigeration systems, chlorination systems, small motors, pumps, and fans.
- Proficiency with computers and software related to building automation systems, Microsoft Word, Excel, and Outlook.
- Exceptional problem-solving abilities.
- Strong writing skills for reports, policies, and procedures.
- Ability to handle stressful situations during unplanned outages and emergencies.
- Ability to undergo and pass a Police Information Check.
- Valid Class 5 Driver's Licence.

Education, Training & Experience:

- Completion of a post-secondary degree or diploma is preferred.
- 5 years of supervisory experience.
- Technical background in maintenance and operations; trade certification is an asset.
- Pool Operator 1 & 2 and Refrigerator Operator certifications are considered assets.
- FMP certification is an asset.
- Experience and working knowledge of ice-making/plant systems, pool filtration systems, energy management, building construction, HVAC, and mechanical electrical systems.

At the City of Penticton, we recognize that great talent and great ideas come from a variety of backgrounds. Tapping into the diversity of our community makes us all stronger and allows us to serve Penticton even better.

That's why we welcome all applicants to consider joining our team. We encourage Indigenous persons, people of colour, all genders and expressions, 2SLGBT2QIA+, persons living with disabilities, and others who reflect our ever-changing workplace to apply.

So, if your experience is close to what we're looking for, we would love a chance to talk about working with you. We welcome your cover letter and resume by **March 30, 2025**.

If you require any accommodations during the recruitment process, please contact us at HR@pentiction.ca, (mailto:HR@pentiction.ca), we'd be happy to hear from you!

The noted compensation range is the span between the minimum and maximum salary for a position. In the normal course, employees will be hired, transferred or promoted between the minimum and approximately halfway of the salary range for a job with consideration given to internal equity.