



We at the Municipality of Jasper are united in our core values:
Accountability – Communication – Empathy – Professionalism – Respect – Teamwork

Arena Operator

Full-Time, Continuous

Department:	Community Development
Compensation:	\$28.52 - \$30.89 * applicants that do not meet the qualifications as outlined will be considered as an underfill to a lower classification and pay
Hours of work:	8 hours per day/40 hours per week.
Days of work	Schedule to be determined. Must be willing to work on weekends and evenings.
Audience for posting:	Internal/External
Job Posting #:	25.044
Deadline to apply:	4:00 P.M., June 7, 2025.

ABOUT THE POSITION

The Arena Operator plays a vital role in ensuring that the Jasper Arena and the Jasper Activity Centre remains a welcoming, safe, and well-maintained facility for the community. Through collaboration, accountability, and professionalism, the Arena Operator supports a positive recreational experience for both residents and visitors.

This is a hands-on operational role that includes ice maintenance, custodial duties, and general facility upkeep. During the arena season, the focus is on ice operations; however, custodial responsibilities are performed year-round. From May 1 to August, when the ice is removed, the position shifts primarily to custodial work at the Jasper Activity Centre. Work will be directed by the Facility Manager and Arena Manager.

QUALIFICATIONS & EXPERIENCE

Your resume and cover letter must clearly describe how you meet the qualifications:

- Acceptable Class 5 Driver's License clean abstract to be provided
- Alberta Arena Operator Level 1 & 2 Certificate or equivalent experience (The Municipality will assist in training to obtain certification if required)
- Intermediate first aid
- Physically Fit
- Able to lift 23kg

WORK PERFORMED

Facilities are to remain welcoming, clean, and safe. Work includes but is not limited to:

Custodial Responsibilities at the Arena

- Check and clean dressing rooms between games and practices
- Clean, sanitize and disinfect dressing rooms, washrooms, showers, floors, fixtures countertops
- General cleaning of all areas of the Arena including hallways, bleachers, players boxes, penalty boxes, floors, walls and doors
- Operate Janitorial equipment, e.g. floor machines, vacuums
- Emptying garbage and recycling cans and sorting recycling

Custodial Responsibilities at the Jasper Activity Centre:

- Monitor work of other custodial staff; assign work and establishing priorities, train new staff and provides ongoing training/refreshers on new techniques, products etc, correct use of equipment and maintenance of it, painting, basic plumbing, and minor building maintenance;
- Cleaning and disinfecting the Activity Centre and external office space;
- Cleaning and polishing office and lobby floors;
- General cleaning, including windows, walls, doors, cabinets, desks, garbage's and recycling;
- Cleaning and sanitizing bathroom showers, floors, fixtures and countertops;
- Stocking paper goods and changing light bulbs;
- Assist in scheduling events and programs.

We recognize the value that comes from different viewpoints, unique experiences and diverse perspectives of our employees, who bring fresh new ideas to our organization.



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Ice Season Responsibilities (August – April):

- Wash Zamboni and equipment
- Perform manual ice edging
- Patch holes in ice during ice resurfacing and ice maintenance
- Move nets during ice resurfacings for games and practices
- Conduct weekly ice thickness measurements
- Perform board checks, maintenance and adjustments
- Assist in replacing broken glass on board system
- Cleaning glass on dasher board system
- Assist with the installation and removal of the ice
- Operate the Zamboni for ice resurfacings and ice maintenance
- Operate the power ice edger's

HOW TO APPLY

Submit a resume and cover letter in PDF format outlining your qualifications, experience and any relevant documentation to Human Resources, email to humanresources@jasper-alberta.ca