



Supervisor – Facilities Maintenance

As the Supervisor of Facilities Maintenance, you play a vital role in ensuring that the public facilities in Olds are safe, functional, and enjoyable for everyone. Whether it's maintaining the ice plant for hockey at the Sportsplex, keeping the boilers running smoothly at the Aquatic Centre, or ensuring comfortable temperatures for an event at the Evergreen Centre, you and your team are behind the scenes making it all happen.

In this hands-on leadership role, you'll be responsible for overseeing the preventative maintenance program for all building systems, with a focus on safety, efficiency, and minimizing downtime. To be successful in this role, you must be a certified electrician or carpenter with strong experience in troubleshooting building systems, including electrical, plumbing, HVAC, and refrigeration. Experience with maintenance management software such as AssetPlanner or PSD Citywide, along with knowledge of building automation systems, is also a requirement. A Fourth-Class Power Engineering certificate from the Alberta Boiler Safety Association is considered an asset, as it is required to operate the boilers at the Aquatic Center.

The Town of Olds is responsible for maintaining approximately twenty facilities, ranging from complex buildings like the Sportsplex, with specialized systems such as the ice plant, to smaller structures like the public washrooms in Centennial Park, and a variety of other facility types in between.

We are looking for a certified journeyperson with hands-on experience in the following areas:

- Diagnosing and resolving issues across a range of building systems, including (but not limited to) electrical, plumbing, HVAC, refrigeration, filtration, and boilers.
- Developing and maintaining preventative maintenance schedules using software tools such as AssetPlanner or PSD Citywide.
- Operating and navigating building management systems, particularly enteliWEB.
- Preparing cost estimates for facility-related projects to support the annual budget planning process.
- Coordinating with external contractors, acting as the primary liaison to ensure work is completed to standard.
- Leading and supporting a small number of staff, with a focus on collaboration and efficiency.

This role includes participation in a rotational standby schedule, with a required response time of no more than 30 minutes. The successful candidate must also be able to obtain Reliability Status security clearance, which includes passing an RCMP background check, in order to access the RCMP Detachment building.

A detailed job description can be found on the Town of Olds website at www.olds.ca/careers

This position offers a wage range of \$44.90 to \$50.80 per hour, based on a 40-hour work week. It also includes a comprehensive benefits package and participation in the Local Authorities Pension Plan (LAPP).

Interested applicants are invited to submit a cover letter and resume outlining their qualifications by 8:30 a.m. on July 7, 2025, to:

Human Resources
Town of Olds
4512 46 Street
Olds AB T4H 1R5
Fax 403.556.6537
E-mail: hr@olds.ca

The Town of Olds thanks all applicants, but only candidates selected for an interview will be contacted.