



VISION:

A city that inspires

MISSION:

Working together to
enhance the quality of
life for all residents

VALUES:

Sustainability,
Inclusivity, Innovation,
Accountability,
Excellence,
Bilingualism

WORKING FOREMAN – COLISEUM

Events & Venues - Job # P1357

CLOSING DATE: JULY 30, 2025

JOB SUMMARY:

This position reports to the Service Foreman - Moncton Coliseum. The incumbent is accountable for the proper maintenance and operation of the Moncton Coliseum. This position may require additional event venue assignments.

Work assignments are broad in scope and require initiative, judgement, supervisory skills, office skills such as filing of reports. Under the direction of the Service Foreman, may act as a contact person for contractors doing repairs and alterations to the site, and supervisor of the crew during the ingress and egress of shows and events in the facility.

The position requires technical and physical duties in planning work and completing assignments under strict contractual time frames in compliance with show and event promoters.

APPLYING FOR THIS POSITION:

The City of Moncton is an equal opportunity employer. Applicants must submit their application through an online system that can be found at www.moncton.ca/careers. We thank all applicants for their interest; however, only those invited for interviews will be contacted.

For more information, please contact the Human Resources Department at 506-877-7707 or visit www.moncton.ca/careers for information on the hiring and application process at the City of Moncton.

WORKING AT THE CITY OF MONCTON:

Moncton is a vibrant and culturally rich community. It is the first officially bilingual city in Canada, as well as one of the best places in Canada to do business. Moncton is also known as the economic, sports, tourism and entertainment hub of Atlantic Canada. City of Moncton employees strive to maintain the city's reputation as one of the best places in Canada to live, study, work and play.

This position is a unionized position. The City of Moncton offers an attractive salary and benefits package in accordance to the Canadian Union of Public Employees Local 51 Collective Agreement:

[CUPE Collective Agreement](#)
[City of Moncton Salary and Wage Scale](#)

EDUCATION:

- High School graduate or GED equivalency.

EXPERIENCE:

- Must have at least three (3) years experience in a multi-purpose facility with experience in quick conversion with changeovers between Hockey, Basketball, Concert and Trade Shows. Maintenance experience to include installation of ice and ice plant inspection.
- Must have two (2) years' experience supervising in similar operations.

LANGUAGE:

- Written and spoken English is essential.

KNOWLEDGE, SKILLS & QUALIFICATIONS:

- General knowledge of arena operations.
- Must have the ability to solve problems with short notice.
- Must have knowledge in ice installation.
- Must be able to write reports and organize work resources and people.
- Understanding of building HVAC systems, security protocols, and mechanical/electrical controls.

OTHER:

- Must possess and maintain a valid Class 5 drivers license.

CONTACT:

- Work requires contact with the general public, employees of the Events & Venues Department, employees of other City Departments, outside contractors and facility clients. This involves reacting to their requests with discretion and tact with the ability to communicate effectively with them. The City of Moncton has broad inventory of event venues including, but not limited to the Moncton Coliseum, the Stade Moncton Stadium and the Magnetic Hill Concert site. These are prime sports, entertainment and trade show facilities and as such, the creation of a professional customer service oriented staff is of utmost importance in ensuring the facilities are able to meet their objectives.

SUPERVISION:

- Required to work along with crew and is responsible for directing and supervising the activities of a number of employees and giving advice and assistance to workers. Additionally, the position is responsible for ensuring employees understand their tasks and coordinating appropriate training with designated trainers.

CONDITIONS OF WORK:

- Must be physically capable of performing the duties of the position.
- Must be willing to take training in the area of community events, major events and festivals.
- Must have or be willing to work towards an Arena Operations Certification.
- Must be prepared to solve problems by selecting courses of action that may require some modification of established methods.
- This position requires a high level of attention to detail and could become stressful at times. There is a good working environment with occasional exposure to inclement weather.
- This is a variable shift and work will be required on weekends, evenings and holidays and shifts and days off may vary as per the **Collective Agreement between the City of Moncton and C.U.P.E. Local 51.**