

Recreation Facility Operator III (Relief)

Job Requisition	JR-2025-139 Recreation Facility Operator III (Relief) (Open)
Job Family	CUPE
Start Date	2025-07-30
End Date	2025-08-14
Primary Posting	No
External Posting URL	https://vernon.wd10.myworkdayjobs.com/Vernon-Career_EXT/job/Recreation-Centre-Facility/Recreation-Facility-Operator-III--Relief-_JR-2025-139
Description	Internal Closing Date: Aug 7, 2025

External Closing Date:

Aug 14, 2025

Note: Posting comes off at 12:00AM on the closing date, with the competition closing at 11:59pm the day prior.

Hourly Rate:

33.55

Minimum Weekly Hours:

0

Up to three (3) positions available

Reporting to the Manager, Recreation Operations and under direct supervision of Supervisor, Arena Operations and Supervisor, Aquatic Operations, this position is responsible for the day to day operation, basic maintenance and routine custodial duties of indoor and outdoor ice arenas and aquatic facilities, and for providing excellent customer service to various facility user groups.

The work is routine, repetitive, physically demanding, and is subject to quality check by a supervisor. This is a physically demanding position. Hours of work vary and includes evenings, weekends, and holidays.

Duties Include:

- Performing routine custodial tasks, including cleaning public areas, washrooms, changerooms, and the pool deck to maintain established level of cleanliness and sanitation in arena and aquatic facilities
- Carries out semi-skilled building maintenance duties such as painting, basic plumbing, and simple carpentry.
- Monitors refrigeration and aquatic mechanical equipment, record readings, and report any issues to immediate Supervisor as needed
- Conduct routine repairs and maintenance on equipment and ensuring ice and water quality is maintained
- Inspect, repair, maintain, and operate aquatic mechanical equipment (pumps, valves, chlorinators, etc.)
- Adhering to all WorkSafeBC regulations, Technical Safety BC requirements, Interior Health regulations, and all City of Vernon operational and occupational health and safety procedures
- Identifying and rectifying unsafe conditions and reporting to Supervisor as needed.

- Operates and maintain City vehicles and equipment as per established procedures and standards.
- Perform routine activities required to prepare for, provide, and maintain acceptable ice surface, pool conditions, and building conditions as per established procedures and standards.
- Provides exceptional customer service to the public and user groups through effective communication, ensure user compliance with rental agreement and safe use of facility, and a willingness to assist in response to requests for dressing rooms, ice cleanings, and ice usage.
- Ability to deal tactfully and be assertive with groups and individuals to enforce facility rules and regulations.
- Performs a variety of minor building maintenance such as dry wall patching and painting, lightbulb replacements, minor sink and toilet repairs, and snow removal around the arenas and reporting major jobs to supervisor.
- Participates in set-up and tear-down of chairs, staging, tables and other equipment and supplies in accordance with event specifications as required.
- Maintains accurate log books for snow clearing, accident reporting, ice cleaning and maintenance tasks.
- Provides guidance to Facility Operator 1 staff as required.
- Effectively communicates and exchanges information with co-workers and supervisor both verbally, and in writing through recording and sharing in the log books.
- Ensures buildings are safely secured upon completion of daily shift and regularly patrolling the facility to prevent theft and vandalism and maintaining order in behaviour of users.
- Following emergency procedures and required operational checklists to ensure facility and system security.
- Ensure for building security throughout shift.
- Able to work with minimal supervision
- Performs other related duties as required.
- All persons employed by the City of Vernon will be required to assist the City in providing emergency services. Duties assigned during an emergency may differ from regular duties.

Required Education and Experience:

- Valid Class 5 B.C. Driver's Licence.
- Refrigeration Safety Awareness (RSA) Certificate
- A combination of related education and experience may be considered.

Required Knowledge, Skills and Abilities:

- Considerable knowledge of custodial tasks and minor repairs.
- Demonstrated ability to use materials and operate equipment in a safe and efficient manner.
- Sufficient physical strength and stamina to perform the required duties.
- Ability to read and follow detailed oral and written instructions.
- Demonstrated commitment to customer service excellence and ability to respond professionally, efficiently, and appropriately to internal and external client requests.
- Ability to work independently and following established procedures, requiring some judgement at times. As well work within, and contribute to a proactive team environment.
- Safety conscious with a demonstrated knowledge of applicable WorkSafe BC legislation, Technical Safety BC, and the City of Vernon Occupational Health & Safety policy.
- Ability to deal courteously, tactfully, and diplomatically with members of the general public as well as internal and external clients.
- Able to obtain and maintain an acceptable Police Information Check with the Vulnerable Sector Check

Preferred Knowledge, Skills and Abilities:

- Refrigeration Operators Certificate, or greater, is an asset.
- Completion of Building Service Worker Level 1
- Relevant experience in custodial position
- Knowledge of WorkSafe BC regulations, occupational hazards and safe work procedures as it relates to the position including, but not limited to, bullying and harassment, working alone, and other significant hazards.
- Considerable knowledge in the operation and maintenance of ice making equipment and machinery.
- Pool Operator Level 1 is an asset.

To Apply:

Please submit your resume, quoting the appropriate competition online at [vernon.ca/careers](https://www.vernon.ca/careers) by selecting “apply” and creating a candidate profile.

- Internal applicants are asked to apply using their worker profile.

By making application, you are authorizing the City of Vernon to verify, through whatever means deemed appropriate, any information included in your applicant profile.

The City of Vernon wishes to thank all applicants; however, only those candidates selected for an interview will be contacted. Please note that we are unable to accept phone calls regarding application status.

Worker Sub-Type	Casual
Location	Recreation Centre Facility
Time Type	Part time
Locations	
Supervisory Organization	Arena Operations