



*A progressive city of 187,800 people located just a short 30-minute drive from Toronto, the **City of Oshawa** is one of Canada's fastest growing communities that is exceptionally positioned to live, work, learn and invest. Its strategic pursuit of sustainable growth, excellent community service delivery and cooperative partnerships have enhanced its quality of life advantage, while maintaining a strong commitment to financial stewardship.*

**Vacancy:** Regular Full-Time Facility Attendant 2

**Job ID:** J0226-0407

**Department:** Community & Operations

**Branch:** Facility Operations & Maintenance Services

**Location:** Delpark Homes Centre

**Posting Start Date:** 2026/02/25

**Posting End Date:** 2026/03/08 by 4:30pm

**Employment Group:** 250

**Salary Grade:** 10 – \$37.84 - \$39.84 per hour

**Standard Weekly Hours of Work:** 40.00

**Shift Work Required:** Yes

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## Job Description

Under the direction of the Manager, Facilities Operations & Maintenance Services and or designate, perform general maintenance, custodial duties and program requirements as assigned, in the operation and maintenance of assigned facilities in the Facilities Operations & Maintenance Services Branch. Facilities may include arenas, pools and spas (hot tubs), entertainment facilities, libraries, seniors' centres, conventional stadiums, fields, playgrounds, skateboard parks, outdoor pools, outdoor splash pads and any other associated facilities that fall under the Branch.

## Responsibilities:

- Perform arena maintenance duties in the operation of refrigeration ice plant and associated equipment by performing preventative maintenance functions and ice making functions including operating motorized ice resurfacing machine and ice edger
- Perform duties related to the operation of the building HVAC equipment, carrying out preventative maintenance functions such as adding or draining fuel and oil; adding chemicals to the water and testing the water; inspecting, adjusting and replacing belts, filters, etc.; monitoring and recording periodic equipment readings
- Maintain washrooms and change/dressing rooms in a sanitary condition including cleaning; disinfecting; removing garbage and replenishing supplies of toilet paper, soap, etc.
- Perform general caretaking duties such as cleaning floors; wet mopping; operating power cleaning equipment; cleaning glass; collecting and disposing of garbage; moving furniture, setting up and taking down equipment and cleaning and clearing the building entranceway areas. Remove snow from entrance and emergency exits

- Perform general maintenance duties such as painting, replacing light bulbs, and making minor carpentry and plumbing repairs
- Perform outside litter pickup and general grounds maintenance including the lining of playing fields
- Perform established preventative maintenance inspections and functions. Notify supervisor and, where appropriate, other staff of any maintenance requirements
- Perform on occasion, if required, pool/spa (hot tub) maintenance duties such as vacuuming and backwashing the pool; washing the deck; monitoring, maintaining and recording the condition of pool water chemistry and equipment as required
- Ensure all work is performed in accordance with City of Oshawa safe work standards and the Ontario Occupational Health and Safety Act including but not limited to section 217.1 in the criminal code of Canada (Bill C-45)
- Maintain appropriate work records including incident and accident reports, time sheets, duty sheets and other documentation and sign off as required
- Assist with new staff orientation to the building and its operations
- Ensure that facility users and members of the public on the premises act in an orderly fashion and take appropriate action as required, reporting problems to the supervisor; respond to routine inquiries related to the use of the facility
- Maintain good public relations with customers, user groups and colleagues
- Respond to and assist in building emergency evacuation procedures
- Drive to off-site locations for meetings, training and to pick up supplies, electrical and or mechanical parts on a routine as well as emergency basis
- Willing to attend continuing education courses as required
- Support and demonstrate the City of Oshawa core values of Authenticity, Courage, and Trust
- Perform other related duties as required

### **Requirements:**

- Must possess a TSSA Refrigeration “B” Certificate
- Must possess Certified Ice Technician (CIT) certification with ORFA
- A Certified Pool Operator (CPO) certification or equivalent, is considered an asset
- Must possess three (3) years of previous experience in Arena operations
- Previous experience in Pool operations is considered an asset
- Must possess Risk Management and/or Legal Awareness Certification, Scissor Lift Training Certification, proof of Working from Heights Training
- Demonstrated experience using major cleaning equipment, methods and materials
- Demonstrated knowledge of refrigeration and pool/spa (hot tub) maintenance principles, and physical plant maintenance; demonstrated mechanical aptitude
- Able to perform all activities in this area of work (i.e., work from heights, stretch, lift and move heavy items (50 lbs; approx. 23 kgs), stand, bend and walk for extended periods of time); capable of performing the work assigned in a safe manner
- Effective communication skills (reading, written and oral). Able to understand, express and apply concepts and instructions of a somewhat technical nature.
- Able to complete forms and records relevant to the job. Able to read, record and comprehend mechanical gauges related to all facility equipment
- Basic computer skills to perform duties of the job (communications and operations)
- Proven ability to deal cooperatively, efficiently and effectively, and provide quality customer service to City staff, members of the public and external agencies
- Able to perform rotating shift work necessary to fulfill the requirements of a seven day operation

- Able to work overtime on short notice
- Able to work with minimal supervision; able to work constructively in a team environment or act independently as required, exercising good judgment and safe and appropriate practices and procedures
- Able to work in a physically changing environment
- Knowledge and understanding of, and ability to apply safety policies, standards, and legislation (Ontario Occupational Health & Safety Act and WHMIS), and able to use appropriate safety apparatus
- Possession and maintenance of a valid Ontario Driver's Licence, in good standing (minimum Class "G"), a driver's abstract showing no demerit points, and the ability to pass the Corporation's tests for motor vehicle operation First Aid, CPR, Public Access Defibrillator (PAD), Accessibility and WHMIS certificates/training or ability to obtain same per the Department's training schedule
- Certificates in Building and Environmental Systems (BES), UV Systems, Asbestos Awareness, Confined Space, Electrical Safety, Sensitivity, Customer Service Training, Utility Vehicle with Snow Removal Equipment are considered assets

As a condition of employment, the City of Oshawa will require successful candidates to provide a Criminal Records Check with Vulnerable Sector Search.

**Please be advised that position location as noted is at the time of posting and is subject to change, as required due to operational needs.**

We would like to thank all applicants however, please note that only those selected to attend an interview will be contacted and all other applicants will be kept on file. Applicants are advised that written, oral and practical testing may form part of the selection process.

Apply online at: <https://www.oshawa.ca/city-hall/careers/>.

Applicants who are currently employed by the City of Oshawa are asked to clearly indicate their status as an internal applicant in their application. Please ensure that you check your email regularly to receive any correspondence.

*The City of Oshawa is situated on lands and waters within the Williams Treaties Territory, home to seven First Nation communities of the Michi Saagiig and Chippewa Anishinaabeg, who have cared for and maintained these lands from time immemorial and continue to do so to present day. [Learn more](#)*

*We are an Equal Opportunity Employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code (OHRC). The City of Oshawa promotes the principles of diversity, equity and inclusion and adheres to the tenets of the Canadian Human Rights Act and the Ontario Human Rights Code. The City of Oshawa encourages applications from women, Indigenous Peoples and persons of all cultures, ethnic origins, religions, abilities, ages, sexual orientations, and gender identities and expressions.*

*The City of Oshawa will provide accommodations throughout the recruitment and selection and/or assessment process to applicants with disabilities and/or needs related to the OHRC. If you require an accommodation during the recruitment process or assistance with the application process please contact Human Resource Services. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act.*