



OAKVILLE

THE CORPORATION OF THE TOWN OF OAKVILLE

JOB POSTING

POSITION ID: 4670-017/37/56/43

CALL NO. 26-4621

Job Designation:	Facility Operator, Certified
Department:	Facility Services
Job Details:	Permanent and Temporary Full-Time (CUPE 136 and 136T)
Duration:	- One permanent position - Two indefinite term contracts - One approximately 6-month contract Internal secondment applications are welcome. Please note, however, that members of management will not be considered for secondments into bargaining unit positions.
Salary Range:	Temporary Rate: \$34.99 Full Time Rate: \$35.59
Pay Grade:	405
Closing Date:	Applications for this position must be received at oakville.ca no later than 11:59pm on May 22, 2026 .
Posting Status:	Open to all current Town of Oakville employees and external applicants

This job posting is for an existing vacancy and therefore will be filled accordingly.

Consideration may be given to applicants who currently do not possess a Refrigeration Certificate or CPO if a fully qualified candidate is not available in the applicant pool. A successful applicant without the pre-requisite certification will be compensated at the Facility Operator Uncertified Schedule B rate of \$32.15 and will be required to obtain certification within 90 days of date of hire.

Reporting to the Facility Supervisor of Operations and/or Manager, Operations and Maintenance, this position supports daily operations in a variety of facilities, including community centres, fire stations, libraries, operations depots and corporate facilities. Work independently to ensure systems operate efficiently, spaces remain safe, and services consistently meet high standards. This hands-on role is ideal for those who take pride in maintenance, equipment operation, and problem-solving. It's a great opportunity to build experience in facility management while contributing to a clean, functional, and welcoming environment.

Job Responsibilities

- Under general supervision, performs work related to the operation and maintenance of recreation facilities and assets.
- Provides quality customer service to town staff, the public and other external agencies.
- Works constructively in a team environment and act independently as required, exercising good judgment with safe and appropriate practices and procedures.
- Daily facility maintenance including ice resurfacing and maintenance, preventative and demand maintenance, custodial and pool water maintenance.
- Performs manual duties involving basic repairs, service and maintenance work to plant equipment and properties.
- Provides directions to Part-Time employees related to facility operations.
- Operates equipment used in the ongoing maintenance of facilities and assets in compliance with the Occupational Health and Safety Act.
- Participates in facility and program projects.
- Performs other duties as assigned.
- Shifts include weekdays, evenings, and weekends.
- Occasional site visits to satellite facilities within district.

Successful candidates will abide by Ontario Health & Safety Legislation and follow Corporate Health & Safety Policies.

The Town of Oakville is an equal opportunity employer.

Personal information collected from applications and resumes is collected under the authority of the *Municipal Act, 2001*, and will be used to determine qualifications for employment. Questions about this collection of information should be directed to Human Resource Services, 1225 Trafalgar Road, Oakville, Ontario L6H 0H3.

Qualifications

- Minimum of Grade 12 education.
- Successful completion of a recognized Refrigeration Certification (Basic Refrigeration ORFA) and Certified Pool Operator Certificate (CPO) is required but consideration may be given to applicants who currently do not possess a Refrigeration or CPO Certificate.
- Experience in the operation of related equipment and demonstrated mechanical aptitude.
- Familiarity with all aspects of facility operations and maintenance in addition to ice and public swimming pool maintenance.
- CARPT accreditation and pool operations courses would be an asset.
- Preference will be given to applicants with previous experience and/or training in the operation of a recreational arena, pool, community center and facility maintenance.
- Knowledge of the Occupational Health and Safety Act.
- Excellent customer service and problem-solving skills.
- Willingness to undertake further training.
- Travel to a variety of sites is required for occasional site visits. The successful candidate will be required to supply their own personal vehicle for performing job duties/corporate business.
- A copy of a valid and unrestricted Ontario Driver's License Class G minimum with a driving record that demonstrates responsible and safe driving behaviors must be provided. Note: Applicants with 6 or more points are ineligible for consideration. The successful applicant, who is a new hire, will be required to provide the Corporation with a current drivers abstract (no older than 30 days) and pass a Town administered road test as a condition of employment.
- Employees are required to wear CSA approved Green Patch safety footwear while working for the Corporation.

Please note that this position requires a satisfactory **criminal record and vulnerable sector screening check** dated within the last 30 days as a condition of employment. Candidates who are 18 years of age and older at the time of hire will be required to provide a Vulnerable Sector Check.

DATED: [May 11, 2026](#)

The Town's recruitment software includes elements of artificial intelligence to assist in the screening and short-listing of qualified candidates.

This job profile reflects the general requirements necessary to perform the principal functions of the job. This does not include all of the work requirements of the job. Applicants are required to demonstrate through their application and in the interview & selection process that their qualifications match those specified. The minimum threshold score for the practical assessment and interview components of the recruitment process is 70%.

We thank all applicants and advise that only those selected for an interview will be contacted.

Successful candidates will abide by Ontario Health & Safety Legislation and follow Corporate Health & Safety Policies.

The Town of Oakville is an equal opportunity employer.

Personal information collected from applications and resumes is collected under the authority of the *Municipal Act, 2001*, and will be used to determine qualifications for employment. Questions about this collection of information should be directed to Human Resource Services, 1225 Trafalgar Road, Oakville, Ontario L6H 0H3.