
Recreation Facility Worker (Building Service Worker)

DEPARTMENT:	Parks and Recreation	STATUS:	Auxiliary
NO. OF POSITIONS:	Three	UNION:	CUPE, Local 387
HOURS OF WORK:	Varies*	SALARY:	\$29.25 - \$34.23 per hour + 12% in lieu of benefits and vacation

As a central hub in the Metro Vancouver area, the City of New Westminister delivers a broad spectrum of urban services to over 92,000 residents. New Westminister is rich in history with a viable and thriving economy and has a population representative of the diversity of the region. The City is staffed by talented and dedicated employees who work together to achieve its strategic vision. We have earned a proud reputation for civic leadership, service delivery, and outstanding employee relations.

Are you a customer-focused, hands-on individual who takes pride in maintaining clean, safe, and welcoming community spaces? We are seeking a **Recreation Facility Worker** to support the daily operations of our recreation facilities and parks. In this role, you'll play an important part in creating a positive experience for facility users by ensuring our buildings are clean, well-maintained, secure, and ready for a wide variety of programs and events. In addition, this position provides viewings and answers questions with potential clients that want to rent our facilities.

If you have some of the following characteristics and qualifications, we want to hear from you:

- You have experience preparing multi-purpose rooms for daily programs and activities, including setting up and taking down furniture and equipment.
- You provide excellent customer service by assisting program participants, user groups, and members of the public answering any questions and providing suggestions.
- You demonstrate exceptional interpersonal and communication skills while serving as a primary point of contact for prospective Centennial Lodge renters interested in hosting Celebrations of Life, weddings, and other special events.
- You have the ability to open and secure facilities, monitor building safety, and enforce facility rules and regulations.
- You have experience maintaining the cleanliness of recreation facilities, including washrooms, floors, windows, common areas, and related spaces.
- You have experience performing minor maintenance, repair, and painting duties.
- You have the ability to use computer systems to maintain records, communicate with staff, and receive work assignments.
- You have completion of Grade 12.
- You have a valid British Columbia Driver's Licence Class 5.
- You hold a valid Occupational First Aid Level 1 and CPR Certificate.
- You will be required to pass and maintain a clear Police Information Check

**The successful candidate will be required to work a flexible work schedule, including evenings, weekends, graveyards and holidays as required to support operational needs.*

We offer our employees great work-life balance, including competitive salaries, comprehensive health and wellness benefits and retirement plans (a percentage in lieu of benefits for auxiliary positions). We also offer a hybrid remote work schedule in accordance with our Remote Work Policy, opportunities for education and training, and engaging, rewarding work.

Apply online with your resume and cover letter in one document at www.newwestcity.ca/employment by December 31, 2026.

To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.

New Westminister is on the unceded and surrendered land of the Halq'emýlem-speaking peoples. It is acknowledged by the City that colonialism has made invisible their histories and connections to the land.

We are learning and building relationships with the people whose lands we are on.

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

This position is only open to those legally entitled to work in Canada.