

Recreation Facility Operator IV (Regular)

Job Requisition	JR-2026-173 Recreation Facility Operator IV (Regular) (Open)
Job Family	CUPE
Start Date	2026-07-08
End Date	2026-08-06
Primary Posting	No
External Posting URL	https://vernon.wd10.myworkdayjobs.com/Vernon-Career_EXT/job/Recreation-Centre-Facility/Recreation-Facility-Operator-IV--Regular-_JR-2026-173
Description	Internal Closing Date: Jul 16, 2026

External Closing Date:

Aug 6, 2026

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

Hourly Rate:

37.87

Minimum Weekly Hours:

40

Two (2) positions available.

Reporting to the Coordinator, Recreation Operations, Arena Operations and Supervisor, Aquatic Operations, this position is responsible for the day-to-day operation, 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. 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, accurately record readings, and report any issues to immediate Supervisor as needed
- Makes adjustment to refrigeration plant controls and aquatic mechanical controls as directed or as needed
- Conduct routine repairs and maintenance on ice resurfacing equipment and aquatic mechanical equipment, and ensuring ice quality 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 maintains 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 and maintenance tasks such as dry wall patching and painting, lightbulb replacements, minor sink and toilet repairs, and snow removal around the arenas and reporting major issues to supervisor.
- Participate in set-up and tear-down of chairs, staging, tables and other equipment and supplies in accordance with event specifications as required and provide access to multi-purpose rooms as required.
- Maintains accurate logbooks for snow clearing accident reporting, ice cleaning and maintenance tasks.
- Provides guidance for Facility Operator 1 and Facility Operator 2 staff as required.
- Effectively communicates and exchanges information with co-workers and supervisor both verbally, and in writing through recording and sharing in the logbooks.
- 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 Operators Certificate
- Minimum one-year experience in recreation, arenas, aquatics, or other related environment.
- 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 strong commitment to customer service excellence and ability to respond professionally, efficiently, and appropriately to internal and external client requests.
- Ability to work independently and demonstrated sound judgement, 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.
- Demonstrated proficient skills in minor building maintenance work.
- Proficient knowledge of janitorial equipment and procedures to effectively maintain

recreational facilities

- Ability to deal courteously, tactfully, and diplomatically with members of the general public as well as internal and external clients.
- Ability to successfully complete and maintain a WorkSafeBC-compliant Basic First Aid certificate (8-hour course).
- Able to obtain and maintain an acceptable criminal record check and vulnerable sector check

Preferred Knowledge, Skills and Abilities:

- Pool Operator Level 1 is an asset.
- Fourth Class Power Engineer Certificate
- Forklift Operator Certificate
- Completion of Building Service Worker Level 1, or greater, OR 4 years of relevant experience in custodial position is an asset
- 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.

To Apply:

Please submit your resume, quoting the appropriate competition online at 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	Permanent
Location	Recreation Centre Facility
Time Type	Full time
Locations	
Supervisory Organization	Arena Operations