



Facility Operator

Temporary Part - time – 24 hours/week

Duration: September 2026 – December 2026

Shifts vary based on operational requirements

Pay Range: \$28.53 - \$35.66 per hour

This position has been deemed safety-sensitive by the employer and as such is subject to reasonable cause and post-incident drug and alcohol testing.

At the City of Leduc, our mission is People. Building. Community. We offer a collaborative and dynamic workplace where our values of Teamwork, Service, Respect, and Leadership guide our team's work to support community wellbeing and connection, making Leduc a place where people want to live, work and play.

Come work with us!

Join our Facility Operations team and play an important role in creating safe, welcoming, and well-maintained spaces for our community. If you enjoy hands-on work, problem-solving, and working collaboratively to support facility operations, we would love to hear from you!

What is the opportunity?

We are currently recruiting for a two Temporary, Part-time Facility Operators for our Facility operations department.

The Facility Operator reports to the Supervisor, Facility Operations. This position is to work with the Facility Operations' team, assisting in daily operations and general maintenance of the buildings, providing excellence in customer service, while following City of Leduc safe work practices and procedures. We are seeking a service-oriented individual with strong interpersonal and communication skills who is self-motivated, well organized and enjoys working in a team environment.

What will you do?

- Perform safety and security checks, identify and report issues
- Snow removal
- Event setup and takedown
- Minor facility repairs, painting, glass and board repairs
- Cleaning of common areas and garbage removal
- Ice maintenance

What you are?

You are an ideal candidate if you have the following:

- A high school diploma or equivalent
- A minimum of 2-3 years of experience in facility operations of a multi-use recreation facility
- Arena Operator Level 1. Arena Operator Level 2 is considered an asset
- Valid First Aid, CPR/AED
- WHMIS certification
- Must be able to work flexible shifts, evenings and weekends

What we offer?

- Competitive hourly pay.
- Free parking.
- Annual City of Leduc recreation pass, including access to free drop-in programs.
- Employee Family Assistance Program
- Opportunities to work in a supportive and collaborative team environment.

Important Notes:

- The successful candidate must be willing to provide a current Driver's Abstract and Criminal Record Check - Vulnerable at their own expense.
- Candidates must be flexible and available to work weekdays, weekends, and holidays. Shift timings will vary based on operational requirements.

Ready to Join Us?

If you are passionate about facility operations, enjoy working as part of a team, and want to contribute to creating safe and welcoming spaces for the community, we encourage you to apply today!

Apply today by submitting your resume at: www.leduc.ca/careers

The competition closes at 11:59 PM (MT) on **August 25, 2026**. This competition may be used to fill future vacancies at the same or lower classification level.