

FACILITY ATTENDANT (Part Time)

The Town of East Gwillimbury was recognized as a 2018 Employee Recommended Workplace by The Globe and Mail and Morneau Shepell. Employees enjoy a fully balanced lifestyle and have a high level of Total Health. Our municipal offices are easily accessible off of Highway 404 and a short 15 min drive from Highway 400. Enjoy competitive wages, progressive extended health plan, employee assistance program, and active social and wellness committees. Convenient parking, outdoor seating areas, and easy access to trails allow you to enjoy the beauty of EG while at work.

The Town is the GTA's top growth municipality, located just north of Toronto in York Region. As one of Ontario's growth centres, East Gwillimbury's population is projected to reach 150,000 by 2051. By joining Team EG you will help shape our growing community.

Reporting to the Facility Supervisor, the Seasonal Facility Attendant will be responsible for the maintenance and upkeep of the various Community Centers.

Responsibilities:

- Daily cleaning and upkeep of all areas of the Town's Community Centers.
- Maintenance and upkeep of facility grounds including litter removal, cleaning of snow and ice on walkways and exits.
- Daily opening/ closing of facility as shift schedule dictates.
- Supervision and security of the facility during hours of operation.
- Prepare meeting rooms/ halls and gymnasiums based on user group requirements for setup i.e. tables and chairs.
- Assist the public in their use of the facility as required.
- General facility maintenance including, changing light bulbs, painting etc. as well as maintaining cleaning equipment as required.

Qualifications:

- Minimum Grade 12 Education
- First Aid and CPR/AED Certified
- Class "G" Drivers License in good standing
- Ability to deal courteously and effectively with user groups, general public, program participants.
- Vulnerable Sector Screening (Police Record Check) is required.

Rate: \$15.50- \$18.00/ hour

If you're looking for a career move that will enable you to contribute to a growing and inclusive community, please apply and submit your resume and related information online at:

[ADP Workforce Now - Career Centre](#)

We thank all applicants for their interest, however, only those being considered for an interview will be contacted.

The Town of East Gwillimbury is an equal opportunity employer. Accommodation will be provided in accordance with the Ontario Human Rights Code. In accordance with the *Municipal Freedom of Information & Protection of Personal Privacy Act*, personal information collected will only be used for candidate selection.