

*The Town of East Gwillimbury is located along Highway 404 in northern York Region and has been identified as a premier center for growth within the GTA. We are proud of our award-winning focus on modernization, innovation, and creativity. Those joining Team EG will use that lens to help shape our growing community. As an Employee Recommended Workplace, employees enjoy a number of benefits including; competitive wages, employee assistance program, active social and wellness committees, access to outdoor seating areas and numerous trails which allow you to enjoy the beauty of EG while at work. Come join our team and see the EG difference!*

Reporting to the Supervisor of Facilities, the Facility Operator is responsible for the maintenance and upkeep of, but not limited to, the Sports Complex and Arena.

**Responsibilities:**

- Conducts indoor/outdoor operations and maintenance of the Sports Complex/Arena/Canada Hall including janitorial duties, facility inspections and task lists;
- Responsibilities include general maintenance, sweeping, scrubbing, waxing, washing walls, cleaning glass, cleaning and stocking washrooms & change rooms etc;
- Operation of various equipment including floor scrubbers, vacuums, power tools, dehumidifiers, water system, boilers & heaters, light & medium duty trucks, ice resurfacing & maintenance equipment; including the maintenance of same in a clean & tidy condition;
- Ice resurfacing, flooding, & equipment maintenance.
- Responsible for the safe operation of small electrical equipment and performs basic carpentry and plumbing repairs as assigned;
- Providing emergency assistance (First Aid/CPR and emergency evacuation) to facility users when required;
- Customer service interactions with public and user groups
- Other duties as assigned.

**Qualifications:**

- Minimum Grade 12 Education Required
- Must have knowledge of general building maintenance.
- Experience and technical skills in ice making and resurfacing, refrigeration, grounds keeping and sports field maintenance;
- Knowledge of the Occupational Health and Safety Act and WHMIS; Ontario Recreation Facilities Association Basic Refrigeration and Ice Maintenance and Equipment Operations Certificates;
- Certified Ice Technician (C.I.T) Certification would be an asset and/or knowledge & experience with Refrigeration Plant Operations;
- Valid First Aid & CPR/AED certifications;
- Basic knowledge of HVAC systems, electrical and plumbing is required;
- Knowledge of thermostats, ice/facility booking programs (ActiveNet) and closed circuit televisions (security) is considered an asset;
- Must hold and maintain in good standing the appropriate motor vehicle (G) license classification as outlined by government regulations; Class D would be an asset;
- Must have a sound knowledge of operating all light and heavy equipment safely and efficiently;
- Vulnerable Sector Check is required.
- Must be available to work flexible hours including days, evenings, weekends and holidays.

**Hourly Rate: \$18.42- \$20.47**

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

[ADP Workforce Now - Career Centre](#)

Please be advised that effective November 1, 2021, all staff (including full-time, part-time, seasonal, and contract) will be required to receive two doses of a Health Canada-approved COVID-19 vaccine. Staff who have not been vaccinated or do not disclose their vaccination status will be required to attend mandatory education on the benefits of vaccination. The expectation, however, is that all staff will need to conform with the policy unless they have a valid medical or human rights based exemption.

We thank all applicants for their interest, however, only those being considered for an interview will be contacted. The Town of East Gwillimbury is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. In accordance with the [Accessibility for Ontarians with Disabilities Act, 2005](#) and the Ontario Human Rights Code, the Town of East Gwillimbury will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform the Town's Human Resources staff of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation. In accordance with the *Municipal Freedom of Information & Protection of Personal Privacy Act*, personal information collected will only be used for candidate selection.