Position Title:	**Recreation Maintenance**
Reports To:	Director of Operations
Department:	Recreation
Status:	Full- Time
Revision Date:	May 05, 2025

JOB PURPOSE

This unionized position ensures the safety, functionality and overall operational excellence for all municipal recreation facilities, including parks, sports fields, the community centre and arena. This role is integral to providing the community with clean, safe and well-maintained environments that enhance public enjoyment and well-being.

SPECIFIC ACCOUNTABILITIES

- Install, maintain and remove indoor rink ice surface.
- Identify and repair minor structural, mechanical and equipment issues.
- Perform groundskeeping duties, such as mowing lawns, trimming shrubs, maintaining parks and beaches.
- Assist on small-scale renovation projects to upgrade recreational facilities.
- Provide setup and breakdown of equipment for organized events.
- Perform maintenance and upkeep duties, including painting, maintaining Municipal garbage receptacles, housekeeping and other various labor related tasks.
- Ensure the functional operation of playground equipment, lighting systems and signage.
- Maintain detailed records of maintenance activities, inspections and repairs.
- Foster a culture of safety and responsibility in work practices, ensuring that standards of the Occupational Health and Safety Act are met or exceeded.

KNOWLEDGE, SKILLS & TECHNICAL ABILITIES

- Familiarity with Health and Safety regulations to ensure with local, provincial and federal guidelines.
- Understanding of facility maintenance procedures and best practices
- Strong problem solving skills.
- Effective communication skills to interact with staff, supervisors and the public.
- Strong organizational skills to manage multiple tasks and maintain accurate records.
- Proficiency in using maintenance tools and equipment.
- Ability to perform routine inspections and basic repairs.
- Training and leadership skills to mentor junior staff would be an asset.

WORKPLACE REQUIREMENTS & CONDITIONS

- High School Diploma
- ORFA Certified Ice Technician and Certified Grounds Technician would be an asset.
- Experience in property maintenance
- Minimum of two years' experience in an indoor arena setting, including the operation of an ice resurfacer.
- Basic Refrigeration Certificate
- Valid class "G" Ontario Driver's License

- Frequent physical activity, including lifting, carrying and pulling heavy objects (up to 50 pounds).

RELATIONSHIPS

- **Internal:** Employees from Recreation, Facilities and Public Works Departments
- **External:** Daily contact with the public.

RATE OF PAY

- $29.89 Hourly – Job Classification 11

UNION

- United Steelworkers