



## **Facility Operator**

The Town of Bradford West Gwillimbury's Community Services Department is seeking a highly energetic, motivated and organized individual to ensure the efficient operation and maintenance of its leisure facilities. This includes the state-of-the-art Leisure Centre, which includes two NHL sized ice rinks, an aquatic centre, gymnasium, community program rooms and a comprehensive fitness centre, as well as the BWG Library and Cultural Centre and the Bob Fallis Sports Centre.

Reporting to the Facilities Supervisor, the Facility Operator is responsible for a variety of duties associated with the operation of these facilities. This includes all aspects of arena ice operations, pool operations, building maintenance, event set-ups and maintaining all equipment and grounds. The Facility Operator will also ensure that all security measures, policies and health and safety procedures are followed. Additionally, this position will be responsible for providing leadership to part-time staff, including workflow planning, task assignment and monitoring and is ultimately responsible for the safe and efficient operation of all facility operations.

The successful candidate will have a minimum of two years' experience with arena ice operations (including ice installation and equipment maintenance), relevant experience in pool operations and a minimum of a grade 12 secondary school diploma or equivalent. The successful candidate must possess a Basic Arena Refrigeration Certificate from ORFA and a Certified Pool Operator (CPO) certificate. Having a CIT designation, a CAT designation, or a Refrigeration B license is considered an asset. The incumbent will be physically able to perform all activities (i.e. lifting, climbing ladders, etc.), have a working understanding of all related regulations (i.e. Fire Code, OHS/A) and possess mechanical knowledge of various facility systems. The successful individual will have proven skills in public relations, customer service, interpersonal skills, project/time management, and analytical problem solving. The preferred candidate will be able to communicate effectively, professionally and courteously with all levels of staff, external contacts and the public. In addition, the candidate must have the availability to work flexible hours, including evenings and weekends; and possess a valid Class G driver's license in good standing. A satisfactory Vulnerable Sector Screening will be required from the successful candidate.

This union position offers an hourly wage rate of \$23.63 to \$29.12 per hour (*International Union of Operating Engineers, Local 793*).

To explore this challenging opportunity further, we invite qualified applicants to forward their resume and covering letter in confidence, quoting file number **2020-FO09** by **September 22, 2020** to:

Town of Bradford West Gwillimbury  
Human Resources Department  
125 Simcoe Road, PO Box 251, Bradford, Ontario L3Z 2A8  
Fax: 905 775-8633 or email [hr@townofbwg.com](mailto:hr@townofbwg.com)  
[www.townofbwg.com](http://www.townofbwg.com)

***We thank all applicants for their interest. However, only those being considered for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act, and will only be used for candidate selection.***

***The Town of Bradford West Gwillimbury is an equal opportunity employer. Accommodations will be provided throughout the recruitment, hiring and employment process in accordance with the AODA and the Ontario Human Rights Code.***