

INTERNAL/EXTERNAL JOB POSTING PR-25-05

Parks & Recreation Department Maintenance Operator, Longlac Ward

Date Posted: July 31, 2025

Job Type: Full-Time, Permanent

Current Job Description Applies CUPE LOCAL 3045 Rate of Pay: \$27.78/hr

GENERAL

- Responsible for the operations and maintenance of the Community Centre, playgrounds, ball fields, municipal facilities and greenspaces including the cemetery.
- Assist with day-to-day operations to ensure the upkeep of the complex and other facilities and infrastructure within the approved budget.
- Position is based in Longlac; duties throughout Greenstone assigned as required.

ELIGIBILITY REQUIREMENTS

- Minimum of Grade 12
- Must possess a valid Class G (or higher) driver's license
- Employment is conditional upon Vulnerable Sector Police Records Search clearance
- Must be able to perform basic maintenance on facilities and equipment
- Ability to obtain Refrigeration and Maintenance certification and other required licenses

REPORTING RELATIONSHIP

- Reports to Parks and Recreation Working Foreman

DUTIES AND RESPONSIBILITIES

- Ensure compliance of the Health & Safety Program
- Daily checks and maintenance of all recreation and municipal facilities, equipment and amenities
- Preparation, set-up and clean-up of Community Centre for functions
- Preparation, installation and maintenance of ice surfaces

WORKING CONDITIONS AND HOURS OF WORK

- Outside in all weather
- Exposure to noise and fumes from equipment
- Liquid and compressed fuel handling requirements
- Physical activities include lifting, pushing, pulling, climbing and crawling
- May be required to work overtime as requested. Shift work as required

Applicants must apply in writing by no later than 4:30 p.m. on August 15, 2025 to:

Al Gordon, Manager of Human Resources
Municipality of Greenstone Administration Office
PO Box 70, 1800 Main Street
Geraldton ON POT 1M0

Email: al.gordon@greenstone.ca
Fax: (807) 854-1947

Only those selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected, and will only be used for the purposes of candidate selection. The Municipality of Greenstone is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.

