



INTERNAL/EXTERNAL JOB POSTING PR-23-08
Parks & Recreation Department
Maintenance Operator, Longlac Ward

Date Posted: May 11, 2023

Job Type: Full-Time, Temporary

Current Job Description Applies

CUPE LOCAL 3045

Rate of Pay: \$25.75/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 May 25, 2023 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

