



EMPLOYMENT OPPORTUNITY

ARENA ATTENDANT/PARKS MAINTENANCE PERSON

Reports to: Recreation Director

DESCRIPTION

The Town of Placentia is looking for a person to fill the dual seasonal position of Arena Attendant (winter) Parks Maintenance (summer). The ideal candidate will be capable of working with minimal oversight and be willing to follow directions closely. The successful applicant will have a current WHIMIS certificate, have or be willing to take an Advanced First Aid Course and Code of Conduct certification.

REQUIREMENTS & DUTIES – ARENA ATTENDANT

- Experience in making, resurfacing, painting and maintaining artificial ice
- Some knowledge of refrigeration equipment operation
- Mechanical and basic carpentry knowledge or experience
- Ability to work independently and communicate both verbally and in writing and to maintain records
- Proficiency in basic computer skills
- Possess organizational and leadership skills and a demonstrated ability to deal with moderately stressful situations.
- Must have a valid driver's license for the Province of Newfoundland and Labrador
- General maintenance and repairs to refrigeration system
- Operate an ice edger and ice resurfacing machine
- Cleaning of facility
- Schedule ice time, collect rental fees and make bank deposits
- Clear snow from doorways and walkways
- Perform first aid as required
- Enforce safety regulations and complete required reports
- Perform other assigned duties within the scope of the CUPE Local 1716 Union Agreement.

REQUIREMENTS & DUTIES – PARKS MAINTENANCE

- High School Diploma/GED preferred
- Experience in operating ride-on lawn mower and use of landscaping tools including trimmer
- Capable of loading and driving a light pickup with trailer attachment for transporting mower and tools
- Lift up to 50lbs
- Perform light maintenance duties on facilities; perform setup and clean up tasks at job locations
- Street sweeping and provide labour support as needed
- Perform other assigned duties within the scope of the Local 1761 Union Agreement

SALARY & SCHEDULE

As per Union Agreement with CUPE Local 1761

APPLICATION PROCESS

Resumes can be dropped off at the Town of Placentia main office or emailed to **townofplacentia@placentia.ca** by **4:00p.m. September 3rd, 2024**. (Sender should request a received receipt)

The Town of Placentia is an equal opportunity employer.