

Woolwich Township Job Posting



Date:	July 24, 2020
Position:	Facilities Attendant 1 or 2
Positions Available:	Two (2)
Union:	CUPE Local 1542
Department:	Recreation & Community Services
Wage Rate/Grade:	\$22.83-\$25.92 <i>per hour plus shift premium as applicable</i> (rate will be based on qualifications)
Hours of Work:	40 Hours Per Week. Rotating shift work covering seven days per week, based on program/facility operational requirements. Includes evenings and weekends.

Located in the heart of South Western Ontario, the Township of Woolwich surrounds the Cities of Waterloo, Kitchener and Cambridge, and is within minutes of the City of Guelph. Woolwich is not only known for its farms and farm markets, but also its industry, trails and providing a rural lifestyle with all the conveniences of the city. Woolwich is comprised of an extensive rural area along with residential communities and industrial/commercial areas which include Elmira, St. Jacobs, and Breslau.

Recreation & Community Services is seeking two (2) Facilities Attendant 1 or 2.

RESPONSIBILITIES:

- Perform a wide range of operational and maintenance functions, primarily within the Recreation & Facilities Services department, with occasional responsibilities to other core departments and facilities which fall under the department's portfolio
- Perform recreation facility, park, cemetery operations and maintenance functions as required
- May be required to participate on various other Township teams and initiatives

REQUIRED KNOWLEDGE AND SKILLS:

- Grade 12 education or equivalent
- Propane Handler Certificate
- Must hold valid Class "G" Ontario driver's license, with a good driving record
- "Basic Refrigeration" (e.g. ORFA) certification or ability to successfully obtain within 12 months of position acceptance
- Must hold or be willing to obtain the "Certified Pool Operators" certification or ability to successfully obtain within 12 months of posting acceptance
- Familiarity with all aspects of facility maintenance and general repairs, familiar with mechanical systems and maintenance, as well as ice rehabilitation and repair
- Familiarity with all aspects of Life Safety Support Systems and Building Automated Systems
- Proven ability to deal cooperatively, efficiently and effectively with members of the public, other Township staff and external agencies as well as the ability to provide quality customer service
- Ability to work constructively in a team environment and act independently as required
- Follow safe and appropriate practices and procedures, and exercise sound judgment at all times
- Physically able to perform all activities (i.e. lifting, climbing and working above ground level on ladders, scaffolds, man lifts, working in cold and hot environments etc.)
- Experience in building operations and maintenance, park maintenance and operations

OTHER RESPONSIBILITIES AND DUTIES:

- Will be required to participate in supplementary training related the Recreation & Facilities Services department (i.e. Workplace Hazardous Materials Information System (WHMIS), Health & Safety, Propane Handling & Safety, Chainsaw Operators, First Aid and CPR, Facility Equipment Operation)
- Employees will be responsible to ensure that their certification and licenses are current

Interested applicants are invited to submit their resume via email to: hr@woolwich.ca before **2:00 pm, Wednesday, August 12th, 2020. Please quote job posting 2020-10.**

All applicants are thanked for their interest in these positions however, only those selected for an interview will be contacted.

The Township of Woolwich is committed to diversity and inclusion and offers an accessible workplace. We are an equal opportunity employer and are committed to meeting the needs of applicants during all phases of the hiring process. This document is available in alternate formats, or with accessible communication supports, upon request.