

Woolwich Township Job Posting



Date: July 2, 2025
Position: Facility Attendant 1 or 2
Union: CUPE Local 1542
Wage Rate/Grade: \$30.25 - \$31.64 per hour plus shift applicable premium
Hours of Work: 40 hours per week

Discover the charms of the Township of Woolwich, a growing community with a bright, well-managed and well-planned future in the Region of Waterloo. Woolwich is known for its unique heritage, farms and farmers markets, scenic trails, bridges, and landmarks. Our communities provide a rural lifestyle with all the conveniences of urban centres nearby. The quality of life in Woolwich is superior, and as an employee of the Township, you'll play a key role in helping shape the next phase of our future growth and development.

Due to (2) vacancies, Recreation & Community Services are seeking two (2) Facility Attendants 1 or 2.

Responsibilities:

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

Qualifications, Knowledge, Skills and Work Requirements:

- Grade 12 education or equivalent
- Must hold valid Class "G" Ontario driver's license, with a good driving record
- Propane Handler Certificate or ability to obtain within 12 months of position acceptance
- "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
- Experience with building maintenance, repairs, and operations, troubleshooting mechanical systems, custodial functions, etc.
- Experience with recreation facilities operations, including but not limited to pool operation, ice resurfacer operation, ice maintenance and repairs, etc.
- Experience with parks and cemetery operations, including but not limited to ball diamond and soccer pitch maintenance, general repairs, waste collection, operation of mowers and tractors, cemetery interments, etc.
- 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, elevated lifts, working in cold and hot environments, etc.)

- Will be required to participate in supplementary training related the Recreation & Community Services department (i.e. Workplace Hazardous Materials Information System (WHMIS), Health & Safety, Propane Handling & Safety, Chainsaw Operators, First Aid and CPR, Facility Equipment Operation)
- Certifications and training offered by the Township must be maintained.

Working Conditions:

- Rotating shift work covering seven days per week, based on program/facility operational requirements, including evenings and weekends

Interested applicants are invited to submit their resume via email to hr@woolwich.ca prior to **4:00 pm on Wednesday, July 16, 2025. Please quote job posting 2025-39.**

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.