



## Equipment Operator/Recreation Labourer

Full-Time Permanent Position

Competition #2022-20

**Overview:** The Township of Georgian Bay is looking for an Equipment Operator/Recreation Labourer to join our Operations department! This is a hybrid position which works in both the Parks and Facilities Division and the Roads Division under the Operations Department. During the winter season, this position will perform a variety of duties related to winter roads maintenance and assist with indoor and outdoor ice rink maintenance as required. For the remainder of the year, this role will maintain and operate public parks, waterfronts, trails, sports fields, and the splash pad, as well as indoor multi-functional recreation facilities.

### Duties include but are not limited to:

- Ensure Township facilities and grounds are clean, presentable, and safe for public use.
- Landscaping and gardening, garbage removal, and regular playground inspections. Maintain splash pad during working hours and on-call.
- Insert and remove Township docks, conduct inspections and repairs to docks and ramps.
- Cemetery maintenance including grave maintenance and upkeep of grounds and burials.
- Review rental contracts with user groups and communicate Township policies (i.e., alcohol and key holder policies). Handle billing and payments for rentals.
- Provide set-up and tear-down for events which includes moving equipment and furniture.
- Maintain a full-service artificial ice rink which includes operating the ice-resurfer, edger, and propane exchanges. Perform ice maintenance including making ice, painting, and conducting board and glass inspections and repairs. Monitor the refrigeration plant and perform minor maintenance in accordance with the Emergency Ammonia Plant Operations Guidelines.
- Remove snow from District and Township roads, sidewalks, and parking lots. Perform salting and sanding, and road patrols.
- Maintain logbooks, time books, and traffic protection plans. Perform vehicle circle checks.
- Respond to public complaints as required.

### Knowledge/experience:

- Minimum of 2 years' experience in a similar role.
- DZ Driver's Licence in good standing.
- Completion of secondary school.
- Demonstrated mechanical aptitude with the ability to operate heavy equipment as well as small equipment such as hand tools, lawn tractors, etc.
- Certified Ice Technician designation would be an asset, as would experience operating an ice plant.
- Strong customer service, communication, organizational, and administrative skills.
- Good computer skills including the Microsoft Office suite of products.

**Working conditions:** This position requires travel throughout the Township including Port Severn, Honey Harbour, MacTier, and surrounding areas and may be based out of the Port Severn or MacTier yards.

**Wage rate:** \$26.88 to \$29.36 per hour, based on a 40-hour workweek. The Township offers a competitive benefits and pension package. *This is a unionized position covered under OPSEU Local 328.*

Interested individuals are asked to forward their resume and cover letter no later than **4:00 p.m. on October 5<sup>th</sup>, 2022**, to the Human Resources Department by email [jobs@gbtownship.ca](mailto:jobs@gbtownship.ca)

The Township of Georgian Bay is committed to an inclusive, barrier free environment. Accommodation will be provided in all steps of the hiring process. Please advise the Township's Human Resources Department if you require any accommodations to ensure that you can participate fully and equally during the recruitment and selection process.

We thank all applicants for their interest in the Township of Georgian Bay; however, only those selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Privacy Protection Act, all information collected under the authority of the Municipal Act, 2001, will be used only during the selection process for the subject of posting.