

Employment Bulletin (Internal/External)



North Battleford is located in west-central Saskatchewan. More than 15,000 people, who enjoy a cost of living that is one of the lowest in the country, rely on the daily services provided by the city's 250 full and part-time employees. Its relative size allows for a flexible municipal government that gets rid of the red tape for a fast, friendly business development. We are currently inviting applications for an:

Arena Operator I Casual (No guaranteed hours)

The City of North Battleford has an Arena Operator position available; this role is under the general direction of the Director of Parks and Recreation and directly supervised by the Parks and Arena Manager. This position this installs arena ice, operate the ice resurfacer in a safe and efficient manner, and ensure patrons safety. Completes general caretaking, janitorial and cleaning duties required to maintain a high standard of cleanliness throughout the facilities.

Qualifications

- Grade 12, G.E.D, or equivalent.
- Ability to obtain an Arena Operator 1 certificate within 12 months.
- Knowledge of ice maintenance and janitorial work an asset.
- Knowledge of carpentry and other light building maintenance skills
- Must have a valid Saskatchewan Class 5 license with a clean drivers' abstract.
- Provide a satisfactory criminal record check with vulnerable sector upon hire.

Duties and Responsibilities

- Install arena ice.
- Provides operator services at the Arenas including ice resurfacer operation, maintenance, communications, minor repairs and maintenance.
- Snow clearing of sidewalks, entrances and emergency exits.
- Complete ice monitoring and maintenance to ensure quality ice and safety of patrons.
- Monitor Building Control Systems and adjust as necessary for occupant comfort.
- Schedule dressing room use to maximize facility space based on user group request
- Complete general caretaking, janitorial and cleaning duties required to maintain a high standard of cleanliness through the facilities.
- Clear and concise record keeping including but not limited to equipment, completion of maintenance duties and patron use.
- Snow clearing of sidewalks, entrances and emergency exits.
- Ability to respond to emergency situations if required.
- Work safely by following safe work practices and procedures as per the Occupational Health and Safety Regulations and City of North Battleford Safety Program.
- Maintain positive working relationships with user groups, visitors and other City employees.
- Complete minor building repairs and preventative maintenance task as needed.
- Supervision of patrons and visitors at Facilities.

Competition Number: AR001
Rate of Pay: Arena Operator I Year 1 \$23.28 Year 2 \$23.86 Year 3 \$24.46
Hours of Work: Days, Evenings, and Weekends
Posting Closing date: Competition closes when successful candidates are found.

Contact Information

Interested candidates are invited to apply by submitting a detailed resume quoting job reference number to email:

hr@cityofnb.ca

City of North Battleford
1291 101st Street
P.O. Box 460
North Battleford, SK S9A 2Y6

Telephone: 306 445-1700
Fax: 306 445-0411

We thank all applicants for their interest; however only those selected for interviews will be contacted.

The City is an equal opportunity employer and values diversity in the workplace. If you require accommodation according to the Saskatchewan Human Rights Code, please let us know in order for us to ensure that you can participate fully and equally during the recruitment and selection process.

Please note: Priority will be given to internal applicants

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