



Making a difference...together

# Employment Opportunity

## Facility Maintenance Workers

### *Parks & Environmental Services – Panorama Recreation*

Competition	<b>17/101</b>
Status	<b>Auxiliary</b>
Hours of Work	<b>Varies</b>
Rate of Pay	<b>\$22.05 – \$23.82 per hour &amp; 14% in lieu of benefits (2016 rates)</b>
Review of applications begins	<b>4:00pm on November 6, 2017</b>
Notes	The focus of this employment opportunity is to create an on-call list. Applicants may be considered for related auxiliary opportunities based on qualifications and certifications (Building Services Worker 2, refrigeration ticket, etc.).

### Summary

Reporting to the Manager, Facilities & Operations, this position is responsible for various janitorial and support work in public recreational facilities such as the program and administrative areas, arenas, swimming pool and related facilities. The type of work provides janitorial services including cleaning, dusting, washing, waxing, furniture setups and teardowns, fixtures, doors and windows, vacuuming, polishing, collecting refuse and operating maintenance related cleaning equipment. **May be required to work all shift schedules as required for a continuous operation.**

**Successful incumbents will be required to submit an acceptable criminal record check in order to work in this position and to report to their supervisor if any criminal charges are laid against them that may be related to their employment in this position**

### Duties & Responsibilities

- Dusts furniture and fixtures, washes and cleans doors and windows, dust-mops, collects and disposes of refuse.
- Strips, washes and waxes floors.
- Operates vacuum and polishing machines and automatic floor scrubbers.
- Performs janitorial building cleaning duties, including change rooms, washrooms, sinks, toilets and floors and replenishes supplies as required.
- Notifies supervisor of needed repairs to rooms and fixtures, including lighting and plumbing.
- Cleans lighting fixtures and changes lights, ceiling panels, globe covers and performs minor repairs.
- Maintains the security of the building by ensuring that all doors and windows are locked at the end of each shift or when areas of the building are not in use, by maintaining order in the behaviour of users and by patrolling the facility to prevent theft and vandalism.
- Sets up tables, chairs and other items as required by user contract specifications.
- Tests pool water samples and adjusts chemical feed rates to ensure chlorine and ph. Levels conform to Vancouver Island Health Authority requirements
- Performs specialized cleaning and minor maintenance duties as assigned.
- Assists with duties associated with advertising signage.
- Works with senior staff to learn and understudy the operation and maintenance of machines, refrigeration equipment, ice surfaces and building equipment in the complex.

- Follows all policies, procedures and standards of the CRD
- Performs other related duties as required.

## Qualifications

- High school graduation and 1 year related experience.
- Pool Operator's Certificate - Level 1; Pool Operator Certificate Level 2 considered an asset.
- Building Service Worker 1 Certificate (BSW1), including some building maintenance and custodial training.
- Sufficient physical strength and stamina to perform the required duties.
- Ability to work a variety of shifts as required.
- Excellent communication (verbal and written), interpersonal and customer service skills are required.
- Knowledge of building cleaning, building maintenance and the building trades and related activities.
- Knowledge and understanding of WorkSafeBC practices/protocols, Workers' Compensation Act and OH&S Regulations and other relevant safety statutes.
- Knowledge of Health Department regulations governing the operation of public pools and rules and regulations.
- Ability to work with minimal supervision.
- Ability to understand and effectively carry out oral and written instructions.
- Ability to handle chemicals and corrosive cleaning materials in a safe and efficient manner.
- Must possess a valid BC Driver's Licence.

## Applications

To apply for this exciting opportunity, please submit your resume and covering letter online at [www.crd.bc.ca](http://www.crd.bc.ca) under "Careers".

**The CRD wishes to thank you for your interest and advises that only those candidates under active consideration will be contacted.**