

Seasonal Rink Operator wanted

Seasonal - 6 months

Wages to be determined

Career Opportunity

Rink Maintenance Operator

Application deadline: September 14, 2021

The Town of Dundurn is looking to fill a seasonal position. Reporting directly to the Public Works Supervisor you will perform a variety of tasks, and liaison with the ice scheduler to maintain/clean ice for rentals.

Must have experience ice making and driving a tractor with a pull type Zamboni and be able to work weekdays from starting at 4:30 pm to 11:00 pm and weekends with varied closing hours according to rentals and tournaments. Overtime / or a split shift will be required on some weekends.

Overview

- Open Sports Centre on weekends, when required, at approximately 7:30 am to accommodate tournaments or later depending on games
- Close and secure Sport Centre each day at 11:00 pm or earlier depending on rentals.
- Installation of ice and hockey paint markings prior to season opening in October and surface/paint clean up at end of season, approximately March 31.
- Daily air quality testing and reporting weekly to office using forms provided.
- Ensure team dressing rooms are open and appointed to teams for tournaments.
- Clean ice and general ice maintenance.
- Inspection of arena after rentals to ensure no damages.
- Clean arena area only, not lobby, bathrooms or dressing rooms. Includes garbage removal, mopping and cleaning of rink boards and viewing glass.
- Oversee public use of facility and ensure no vandalism and proper conduct while at the facility.
- Perform minor maintenance and repair of arena equipment which includes changing re-surfacer blades.
- Pick up propane/fuel and refilling for tractor, with travel costs reimbursed as per policy.
- Snow removal from all doors, exits and front door asphalt area.
- Perform minor maintenance on whole building as required – (lobby, tractor room, dressing rooms, arena). Includes, changing bulbs, fixing doors, patching holes and painting, cleaning any graffiti, minor plumbing repairs on sinks, toilets, showers, other maintenance as required.
- Minor rink board and gate repairs including advertising installation.
- Obtain approvals for extraordinary expenses with Administrator or supervisor.
- Ensure exhaust fans are running when cleaning ice.
- Daily time sheets with duties performed.
- Duties may be modified as required.

Requirements

- Knowledge of methods, materials and equipment used in ice-making.
- Knowledge of and ability to resurface ice, change blades and maintain re-surfacer, (Zamboni).
- Knowledge of driving tractor to pull re-surfacer, (Zamboni).
- Skill to use a variety of tools and equipment.
- Ability to perform a variety of semi-skilled building maintenance, and minor tasks and to perform routine janitorial duties.

- Ability to enforce rules and regulations governing the operation of the arena during public session, user groups and adult groups.
- Ability to establish and maintain good working relationships with staff and the public.
- Ability to deal tactfully and firmly with groups and individuals to ensure observance of facility rules, regulations and schedules.
- Ability to exercise independent judgement and action in accordance with established practices and procedures.
- Ability to work with minimal supervision.
- Ability to provide an acceptable criminal record check.

Applications

- Submit a resume including cover letter, outlining your availability, wages anticipated and qualifications to admin@townofdundurn.ca or in person at Town of Dundurn, 300 Third Ave, Dundurn.