

Building Servicer 2 - Arena / Outdoor Pool Attendant

Department: Assets and Project Management Department

Designated Work Location: Various – On site

Position Type: Up to 5 Temporary, Full-time

Salary: \$2,166.38 - \$2,219.41 bi-weekly

Posting No: 125461

Closing Date: Open Until Filled

Providing a wide range of services to over half of all Manitobans, The City of Winnipeg is one of the largest employers in Manitoba. We provide a comprehensive range of benefits and career opportunities to our employees. These include competitive salaries, employer-paid benefits, dental and vision care, pension plans, and maternity/parental leave programs. Additionally, we offer education, training, and staff development opportunities to ensure that our employees are equipped with the necessary skills to advance in their careers.

Our Benefits web page provides detailed information about the benefits we offer, and we encourage you to visit it for further information at [City of Winnipeg Benefits](#). We take pride in fostering a [respectful](#), [diverse](#), safe, and healthy workplace where our employees can thrive and achieve their full potential.

The City is committed to attracting and retaining a diverse skilled workforce that is representative and reflective of the community we serve. Applications are encouraged from equity groups that have been and continue to be underrepresented at the City; Indigenous Peoples, Women, Racialized Peoples, Persons with Disabilities, 2SLGBTQQIA+ Peoples and Newcomers are encouraged to self-declare.

Requests for Reasonable Accommodation will be accepted during the hiring process.

Preference to internal applicants may be applied.

Job Profile

The Building Servicer 2 Arena / Outdoor Pool Attendant position is a semi-skilled manual labour position within an ice arena environment in the Winter season and in an aquatic environment in the Summer season. Work of this class involves a high degree of customer interaction, strong organizational skills and the ability to work independently and within a team to meet the operational needs in a single arena/pool facility.

The Building Servicer 2 (Arena Attendant) provides quality customer service to a wide variety of arena facility users by performing a variety of duties that include the operating and maintaining of ice maintenance equipment, performing custodial work related to all

aspects of the arena activities, operating and maintaining various types of tools and completing reports and records as required. In the Summer season the Building Servicer 2 (Outdoor Pools) will be responsible for maintaining the City of Winnipeg outdoor pools. They will perform a variety of duties that include the operating and repair of equipment, maintaining water quality, performing custodial work related to all aspects of the building's activities, operating and maintaining various types of tools and completing reports and records as required, maintaining building and inventory of same, assisting in the training of employees and responding to customer service requests.

As the *Building Servicer 2 - Arena Attendant* you will:

- Operate and maintain ice maintenance equipment (Zamboni and ice Edger) according to departmental procedures and by performing assigned vehicle and equipment checks to ensure that equipment is functioning properly when operated.
- Maintain equipment by performing inspection of equipment, checking of all fluids, and complete pre- and post-use reports/records as required.
- Safely operate various types of hand and power tools as may be required.
- Perform custodial duties on a daily basis which including cleaning players boxes, arena glass, and providing ongoing maintenance of the dressing room, lobby, washrooms and spectator standards by sweeping floors, sanitizing washrooms, emptying garbage, and mopping.
- Use backpack blower and snowblower to clean walkways and exit/entrances.
- Monitor the arena for unsafe conditions, report and/or correct irregularities, and retrieve misplaced materials as part of the department's responsibility for safety in a public building.
- Inspect and maintain the arena by identifying and recording all deficiencies and repair information to enable prompt repairs to be initiated and the carrying out of maintenance of same where directed.
- Practice established safety rules and regulations for the protection of self, fellow employees, the public, property and equipment operated by being continually aware of existing and new safety procedures and concerns of the department and the relevant Safety Committee.
- Respond to customer service requests by determining the nature of the concern and advise/carry out appropriate corrective action, to ensure that services are provided to departmental standards.

- Open the facility and perform the required safety checks and building duties.
- Maintain cooperative working relations with other departments, divisions and branches or related work groups to enhance performance.
- Maintain vehicle and arena inventory by checking quantity and condition of supplies and replace where necessary to ensure their continual and safe availability.
- Maintain building security systems on a daily basis.
- Assist in the training of employees new to the classification by procedural example and demonstration so that proper task methods can be taught / learned through on-the-job experience.
- Perform related duties consistent with the classification, work overtime and various shifts as required.

As the *Building Servicer 2 – Aquatics*, you will:

- Perform routine equipment maintenance on building equipment systems, and repairs as required.
- Perform a variety of custodial duties, and general and maintenance repairs to building equipment.
- Be responsible for testing and maintaining proper water quality in all of the pool facilities in order to maintain proper water chemistry as required by Manitoba Health regulations.
- Assist in the orientation of fellow employees and maintain co-operative working relations.
- Perform related duties consistent with the classification, work overtime and various shifts as required.

Your qualifications include:

1. Experience with custodial/cleaning duties with the ability to use various types of cleaning equipment and materials.
2. Experience using hand and power tools, power-operated custodial equipment and measuring instruments.
3. Knowledge in the operation of swimming pool maintenance (vacuuming, water testing, and balancing pool water) is an asset.

4. Knowledge in maintenance procedures of buildings, heating, ventilation, cooling systems and their components.
5. Problem solving skills with the ability to make sound decisions and resolve issues.
6. Ability to deal satisfactorily with the staff and the general public.
7. Ability to work independently, with minimal supervision.
8. Ability to plan and organize work effectively.
9. Ability to delegate tasks and provide direction to junior staff.
10. Verbal communication skills with the ability to understand and execute instructions with the ability to effectively communicate with staff, building users and the public.
11. Written communication skills with the ability to produce clear and concise documents.
12. Proficiency in Microsoft Office including Word, Outlook and Excel.
13. Knowledge of materials, chemicals and safe handling practices related to the position (WHMIS).
14. Knowledge of safe working methods and practices including the occupational hazards and safety precautions and regulations that are applicable to the position's area of work.

Conditions of employment:

1. The successful candidate must maintain legal eligibility to work in Canada. If the successful candidate possesses a work permit, it is their responsibility to ensure the permit remains valid.
2. A Police Information Check (Vulnerable Sector) and Child Abuse Registry Check satisfactory to the employer will be required from the successful candidate, at their expense. To obtain Police Information Check information please visit <https://www.winnipeg.ca/police/services/online-record-checks>.
3. Must possess and maintain a valid Province of Manitoba Power Engineer's Refrigeration Class (W ticket) or 4th class or better Power Engineering certification.
4. Must possess a Swimming Pool Operations and Management Certificate or willingness to obtain within eighteen (18) months.

5. Must possess and maintain a valid Class 5 Manitoba Driver's License. The successful applicant will be required to provide a driver's notice in force document upon request.
6. Arenas and Aquatics operates on a 24 hours per day, 7 days per week basis. Must be able to work various shifts during the week and weekends including, days, evening and overnight. Must be willing and able to move locations per Management direction based on operational needs.
7. Must possess a St. John's Ambulance Emergency First Aid Certificate and CPR-C or equivalent, or willingness and ability to obtain, within three (3) months.
8. Must be physically capable of performing all of the duties of the position, in all weather conditions. This includes, but may not be limited to climbing ladders and scaffolds, working at heights and working in confined spaces.

How to Apply

APPLY ONLINE, including all documentation listed below:

1. Current resume (**Required**).
2. Proof of Province of Manitoba Power Engineer's Refrigeration Class (W ticket) or 4th class or better Power Engineering certification (**Required**).
3. Applications submitted without REQUIRED documentation will not be considered.

Your application documents must clearly indicate how you meet the qualifications of the position.

Notes

Online applications can be submitted at <http://www.winnipeg.ca/hr/>. For instructions on how to apply and how to attach required documents please refer to our [FAQ's](#) or contact 311.

Hours of Work: Various

Employee Group: CUPE

Position Reports To: Foreman Grade 3

1. If and when this temporary position becomes permanent, the successful applicant to this bulletin will automatically receive this position and a further bulletin will not be necessary.

Only candidates selected for interviews will be contacted.