



Recreation & Facilities

EQUIPMENT OPERATOR I

The employee in this position is directly responsible for operating equipment and performing duties that involve the maintenance and operation of recreational facilities and other facilities owned and operated by the Town of Vegreville.

This employee is a respected member of an effective working team, dedicated to maintaining and improving our community and will serve the public with courtesy and respect. As an employee, this person shall establish and maintain a good working relationship with all departments. Sound judgement and discretion must be used when responding to inquiries regarding classified and confidential information.

Duties and Responsibilities

- Maintain positive public relations with employees and the public.
- Must be willing to work shift work.
- Performs routine maintenance on any equipment that the employee is responsible for operating.
- Maintains accurate records as requested.
- Performs work required to maintain and enhance any facility or recreational equipment owned by the Town of Vegreville.
- Identify policies and procedures that may enhance the Recreation department.
- Provide requested services at any time in an emergency situation.
- Assume other duties as assigned.

Qualifications

- Must have completed a minimum of Grade 12 education.
- Experience working in recreation facilities including arena operations.
- One year direct experience in the operation of medium type mobile equipment.
- Equivalent combination of education and experience will be considered.
- Capable of working with minimum supervision and self-motivated.
- Physically capable of performing work assigned.

Requires valid certification in, or working towards, the following:

- Class 5 Driver's License
- Class 3 Driver's License with "Q" endorsement
- Standard First Aid
- Cardiopulmonary Resuscitation (CPR)
- Arena Operator I
- Building Maintenance I

Must have comprehensive knowledge of Safety Standards and adhere to standards at all times.

Fax, email, or hand deliver cover letter & resume by 4:00p.m. on Wednesday May 23, 2018 to the attention of:

Mike van der Torre, Manager | Recreation & Facilities
4509 48 St. Vegreville, AB
T9C 1K8 Fax: 780 632 7759
Email: MVandertorre@vegreville.com

Thank you to all that apply. Only those selected for an interview will be contacted.