



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

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# Job Board Posting



Careers.Indigenous.Link

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## Facility Operator - Opérateur.trice D'installations Sportives

<b>Job ID</b>	<b>5A-FB-EA-01-40-37</b>
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=5A-FB-EA-01-40-37">https://careers.indigenous.link/viewjob?jobname=5A-FB-EA-01-40-37</a>
<b>Company</b>	Bishop's University / Université Bishop's
<b>Location</b>	Sherbrooke, Quebec
<b>Date Posted</b>	From: 2021-10-28 To: 2022-04-26
<b>Job</b>	Type: Full-time Category: Miscellaneous
<b>Job Start Date</b>	ASAP - dès que possible
<b>Job Salary</b>	Class/ Classe 7: \$20.47 To/ À \$26.68 Per Hour / De L'heure - Unionized Position / Poste Syndiqué
<b>Languages</b>	English & French (Verbal & Written) / Anglais & Français (L'oral Et L'écrit)

### Description

The following statements are intended to describe the general nature and level of work performed. They are not representing an exhaustive list of all responsibilities, duties and skills required.

Bishop's University is seeking a Facility Operator for a regular full-time position in the Sports Centre. Reporting to the Athletic Facility Manager, the incumbent will be responsible to successfully coordinate, implement, and deliver high-quality facility operations and general maintenance of the new Sports Centre at all times, and to ensure optimum functionality and a safe environment. This position 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 of our facility. This position has a workweek of 40 hours and requires a flexible/rotating schedule including days/evenings and weekends.

Nature of duties and responsibilities:

- Provide quality customer service to a wide variety of facility users by answering questions, providing assistance with concerns and directing customers to the correct person/area;
- Supervision and general maintenance of all athletic facilities including regular rounds of the Sports Centre during the shift, performing corrective Health & Safety actions as appropriate (i.e., spills, broken glass, overflowing garbage bins);
- Coordinate with Gaiter coaches on a weekly basis, ensuring that all uniform needs are met for various Gaiter teams in a timely fashion;
- Responsible for the installation and removal of all athletic facility equipment including windscreens, goals & nets and other field equipment;
- Ensure quality ice resurfacing to accommodate various activities by installing, removing, marking and maintaining the ice surface. Responsible for the operation, basic maintenance and care of all machinery that belongs to the Sports Centre including the ice resurfacing machines and monitoring the operation of the refrigeration systems;
- Assist the recreation coordinator with intramurals and other various activities;
- On occasion may be asked to provide equipment assistance to teams travelling for away games
- Provides support for student Intermural programming
- Perform daily opening and closing of facility as required;
- Wash, hang and fold the Sports Centre & team laundry including uniforms, towels and laundry loops;
- Prepare and paint, practice and game fields as required for soccer, rugby, football and other;
- Perform heavy manual duties, including but not limited to moving equipment, tables, chairs, furniture and supplies as required;
- Prepare intramural equipment as required;
- Clean the spectator benches, lobby, rink glass and windows in the arena area;
- Sweep/pressure wash the terrace as required;
- Remove snow around the public and emergency entrances to the Rink and Sports Center;
- Assist with the cleaning and regular maintenance of all fitness room equipment;

- â€¢ Assist with the required setup & takedown of venues for games and special events;
- â€¢ Provide skate sharpening services to clients and maintain the skate sharpening equipment
- â€¢ Performs additional similar / related tasks as required

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Les Ã©noncÃ©s suivants sont destinÃ©s Ã© dÃ©crire la nature et le niveau de travail gÃ©nÃ©ral. Ils ne reprÃ©sentent pas une liste exhaustive de toutes les responsabilitÃ©s, tÃ¢ches et aptitudes requises.

L'UniversitÃ© Bishop's recherche un OpÃ©rateur.trice D'installations Sportives pour un poste rÃ©gulier Ã© temps plein au Centre sportif. Se rapportant au Gestionnaire des installations sportives, le titulaire devra assurer une haute qualitÃ© de coordination et d'opÃ©rations des installations sportives ainsi que d'entretien gÃ©nÃ©ral du nouveau Centre sportif afin d'assurer le fonctionnement optimal et sÃ©curitaire des lieux. Cette position implique un degrÃ© Ã©levÃ© d'interaction avec le client, de solides compÃ©tences organisationnelles et la capacitÃ© Ã© travailler de faÃ§on autonome et en Ã©quipe afin rÃ©pondre aux besoins opÃ©rationnels de l'Ã©tablissement. La semaine de travail de ce poste est de 40 heures et requiert un horaire flexible / rotatif incluant les jours, soirs et fins de semaine.

Nature des tÃ¢ches:

- â€¢ Fournir un service Ã© la clientÃ©le de qualitÃ© Ã© un large Ã©ventail d'utilisateurs : rÃ©pondre aux questions, assister et diriger correctement la clientÃ©le vers la bonne personne et au bon endroit ;
- â€¢ Superviser et faire l'entretien gÃ©nÃ©ral de toutes les installations sportives, y compris des rondes rÃ©guliÃ©res du Centre sportif pendant le quart de travail et l'excÃ©ution de mesures correctives de santÃ© et de sÃ©curitÃ© au besoin (c.-Ã©. dÃ©versements, bris de verre, dÃ©bordement des poubelles) ;
- â€¢ Coordonner avec les entraÃ©neurs, et sur une base rÃ©guliÃ©re, les besoins en uniformes des diverses Ã©quipes, afin de s'assurer que les besoins soient satisfaits en tout temps ;
- â€¢ Installer et dÃ©installer tous les Ã©quipements d'athlÃ©tisme, y compris les filets protecteurs, les buts et autres Ã©quipements sur le terrain ;
- â€¢ Assurer le maintien d'une surface adÃ©quate et sÃ©curitaire de la glace de la patinoire en tout temps, afin d'accueillir diverses activitÃ©s. Installer, maintenir, et/ou effacer le marquage de la glace au besoin. OpÃ©rer et entretenir rÃ©guliÃ©rement toutes machines appartenant au Centre sportif, y compris les machines de surfacage de la glace et la surveillance du fonctionnement des systÃ©mes de rÃ©frigÃ©ration ;
- â€¢ Aider le coordonnateur des loisirs Ã© faire des activitÃ©s intra-muros et d'autres activitÃ©s ;
- â€¢ Fournir de l'aide Ã© l'occasion pour l'Ã©quipement d'Ã©quipe aux Ã©quipes qui se dÃ©placent pour des matchs Ã© l'extÃ©rieur ;
- â€¢ Offrir un support quant Ã© la programmation des Sports de compÃ©tition intra-muros ;
- â€¢ Effectuer l'ouverture et la fermeture quotidienne du Centre Sportif, tel que requis ;
- â€¢ Laver, suspendre et plier le linge du Centre sportif et de l'Ã©quipe, y compris les uniformes, serviettes et sacs de linge ;
- â€¢ PrÃ©parer et peindre les lignes des terrains d'entraÃ©nement et de jeux, tel que requis pour le football, le rugby, le soccer et autres ;
- â€¢ ExÃ©cuter des tÃ¢ches manuelles lourdes, y compris mais non limitÃ© au dÃ©placement des Ã©quipements, tables, chaises, mobilier et autres fournitures au besoin ;
- â€¢ PrÃ©parer les Ã©quipements intra-muros, tel que requis ;
- â€¢ Nettoyer les bancs des spectateurs, le hall, les vitres de la patinoire et fenÃªtres dans la zone de l'arÃ©na ;
- â€¢ Balayer et laver sous pression la terrasse, au besoin ;
- â€¢ Enlever la neige autour des entrÃ©es publiques et d'urgence de la patinoire et du Centre sportif ;
- â€¢ Aider au nettoyage et Ã© l'entretien rÃ©gulier de tous les Ã©quipements de la salle d'entraînement ;
- â€¢ Aider Ã© l'installation et dÃ©installation des lieux, pour les jeux et Ã©vÃ©nements spÃ©ciaux ;
- â€¢ Fournir les services d'affÃ©tage des patins et assurer l'entretien et le bon fonctionnement des Ã©quipements associÃ©s ;
- â€¢ Effectuer toutes autres tÃ¢ches connexes au besoin.

## Experience

- â€¢ Minimum one (1) year of similar experience: Arena operations experience including operating equipment such as ice resurfacers, tractors or other related equipment of similar size and complexity; / Minimum d'une annÃ©e

dâ€™expÃ©rience similaire; expÃ©rience quant aux opÃ©rations dâ€™une arÃªna, y compris le matÃ©riel d'exploitation tels que les surfaceuses, tracteurs ou autre Ã©quipement connexe de taille et complexitÃ© similaires ;

### **Credentials**

â€¢Must have a valid class 5 driverâ€™s license /PossÃ©der un permis de conduire valide de classe 5

### **Education Requirements**

High school or Professional diploma / DiplÃ´me d'Ã©tudes secondaires (DES) ou professionnelles (DEP)

### **Essential Skills**

â€¢You must be in good physical condition in order to perform a variety of manual activities;

â€¢Ability to work independently or within a team to meet the operational needs of the facility;

â€¢Solid customer service skills,

â€¢Must be self-motivated with strong organizational skills;

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â€¢Bonne condition physique afin d'effectuer une variÃ©tÃ© d'activitÃ©s physiques et manuelles ;

â€¢CapacitÃ© Ã travailler de faÃ§on autonome ou en Ã©quipe pour rÃ©pondre aux besoins opÃ©rationnels des installations;

â€¢Solides aptitudes pour le service Ã la clientÃ¨le;

â€¢Doit Ãªtre motivÃ© avec de solides compÃ©tences organisationnelles;

### **Work Environment**

â€¢Working schedule flexibility as some tasks require working in non-traditional hours, often for extended periods of time, outside the course of a typical working day. /FlexibilitÃ© quant aux horaires de travail ; certaines tÃ¢ches exigent de travailler Ã des heures non traditionnelles, souvent pendant de longues pÃ©riodes, en dehors dâ€™une journÃ©e de travail normale;

### **Additional Skills**

â€¢Emergency First Aid and CPR certified (can be acquired within first year on the job); /â€¢ Secourisme d'urgence et RCR certifiÃ© exigÃ© (cette certification peut Ãªtre acquise pendant la premiÃ¨re annÃ©e sur le travail);

â€¢Experience operating skate sharpening equipment considered an asset / ExpÃ©rience de lâ€™utilisation dâ€™Ã©quipements dâ€™affÃ¢tage de patins considÃ©rÃ© comme un atout ;

### **Other**

Bishopâ€™s University implements an equal access employment / program under the Act respecting equal access to employment in public bodies. The University welcomes applicants who are committed to upholding the values of equity, diversity and inclusion and who will assist us expand our capacity for diversity and inclusion. We encourage applications from members of groups that have been historically disadvantaged and marginalized, including Indigenous peoples, visible and ethnic minorities, persons living with disabilities, women and LGBTQ2S+ persons.

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Lâ€™UniversitÃ© Bishopâ€™s applique un programme dâ€™AccÃ©s Ã lâ€™Ã©galitÃ© en emploi issu de la Loi sur lâ€™AccÃ©s Ã lâ€™Ã©galitÃ© en emplois des organismes publics. Lâ€™universitÃ© accueille les candidat.e.s qui sâ€™engagent Ã respecter les valeurs dâ€™Ã©quitÃ©, de diversitÃ© et dâ€™inclusion et qui nous aideront Ã accroÃ®tre notre capacitÃ© en matiÃ¨re de diversitÃ© et dâ€™inclusion. Nous encourageons les candidatures de membres de groupes historiquement dÃ©favorisÃ©s et marginalisÃ©s, notamment les peuples autochtones, les membres des minoritÃ©s visibles et ethniques, les personnes handicapÃ©es, les femmes et les personnes LGBTQ2S+.

### **How to Apply**

If interested, please submit your curriculum vitae and cover letter, including what position you are applying for by November 21, 2021 before 4:00 pm to [careers@ubishops.ca](mailto:careers@ubishops.ca).

Per the Collective Agreement, priority will be given to qualified internal applicants. Please note that only candidates selected for an interview will be contacted and testing may be required; thank you for your interest. We provide support in the recruitment processes to applicants with disabilities, including accommodation that takes into account an applicantâ€™s accessibility needs. If you require accommodation in order to participate as a candidate in the recruitment process, please contact [careers@ubishops.ca](mailto:careers@ubishops.ca)

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S.V.P. faire parvenir votre curriculum vitae ainsi quâ€™une lettre de prÃ©sentation, en indiquant pour quel poste vous appliquez dâ€™ici le 21 novembre 2021, 16 :00 Ã [careers@ubishops.ca](mailto:careers@ubishops.ca)

Tel que prévu à la Convention Collective, la priorité sera accordée à un.e candidat.e interne qualifié.e. Veuillez noter que seules les personnes retenues pour une entrevue seront contactées, et que des tests de sélection peuvent être administrés ; merci pour l'intérêt manifesté. Dans le processus de recrutement, nous fournissons un soutien aux personnes handicapées afin de répondre aux besoins en prévenant et en éliminant les obstacles à l'accessibilité. Si vous nécessitez de mesures d'adaptation pour participer en tant que candidat dans le processus de recrutement, veuillez contacter [careers@ubishops.ca](mailto:careers@ubishops.ca)