



Job Title: Operator
Department: Operations
Reports To: Manager of Operations/Director of Operations
Job Type: Seasonal Part-time
Wage: Starting at \$15.25/hour dependant on experience and
Hour Expectations: certifications. NO GUARANTEED HOURS (EVENT BASED)

Summary

Responsible for the daily activities required to run, maintain, and service the Meridian Centre and its events. The Operator is responsible for the cleaning and maintenance of the ice surface, ice plant and arena building as well as the set up and tearing down of public and private functions in the building

Essential Duties and Responsibilities

- Performance of ice maintenance
- Event setup and tear down
- Building maintenance
- Grounds maintenance
- Custodial duties
- Snow Removal during winter months
- The safe and effective change over (Conversion) from one event to the next
- Perform building opening and closing procedures; assist in providing facility security and ensuring procedures are followed in the event of evacuation, fire alarms, injuries, etc.
- Perform minor repairs.
- Other duties as assigned.

Education & Experience

The ideal candidate would:

- Secondary school graduate.
- Related work experience an asset.
- Arena experience an asset
- Experience using ice resurfacer
- Relevant ice maintenance experience
- Demonstrated familiarity with tools and maintenance equipment.
- Ability to do heavy lifting and ability to work at heights.
- Supervisory experience preferred.

Skill and Abilities

- Ability to work with limited supervision and as a team member.
- Ability to develop good rapport with management, tenants, fellow employees and the general public.
- Excellent organization skills.
- Ability to prioritize and to handle multiple projects simultaneously, working under tight deadlines.
- Professional presentation, appearance and work ethic.
- Adaptability; able to adapt to changes in the workplace.

- Some basic computer skills.

Certificates, Licenses, Registrations

- Must possess valid Ontario class “G” driver license.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to walk extensively; occasionally required to kneel, climb to high walkways or balance. The employee must occasionally lift and/or move up to 50 pounds.

This position requires work inside and outside of the building and some exposure to adverse conditions. Additionally this job includes close vision for review of information on a PC monitor, as well as, hard copy output. In addition, use of hands for typing.

Other Requirements

- Due to the nature of our business candidates will need to be able to work flexible hours; possibly including occasional evenings, weekends and holidays, in addition to normal business hours.

PLEASE NOTE: All successful candidates will be required to successfully complete a background check, which may include criminal, credit, credential and reference check.

Learn More about the Meridian Centre and SMG at:

www.meridiancentre.com

<http://smgworld.com/>