

# Job Opportunity



## Why the Y?

### Imagine.....

- A place where you are a part of one of the most respected human services organizations in the world;
- A place where your work positively influences the lives of others in so many ways;
- A place where you are able to flourish in a values-based environment;
- A place where you will build a better future not only for yourself but also for those you serve.

## At the YMCA

- you will feel connected to community,
- you will meet new people,
- you will expand your knowledge base,
- you will have career development opportunities
- you will experience a rewarding job by helping support the building of healthy communities

Imagine accomplishing all of this while having fun in a challenging and dynamic atmosphere!

This is “Why the YMCA”.

## Our Y

With health and fitness branches, camps, child care centres, community programs and newcomer services across the region, reaching from Windsor in the West, North to Goderich, South to Point Pelee National Park and East to Woodstock, the YMCA of Southwestern Ontario is committed to the development of healthy communities. Our locations, programs and services are designed to help our members and participants grow in spirit, mind and body and are open to people of all backgrounds, beliefs and abilities.

This commitment includes a special focus on the region’s children and youth. From the kids in our camps and those participating in soccer and swimming lessons, to youth who are new to our communities from around the world, the Y is committed to helping our next generation to grow and thrive, as healthy individuals and passionate future leaders.

# Job Opportunity



In the past year, the YMCA of Southwestern Ontario has supported more than 165,000 participants with opportunities to learn, grow and live healthy lifestyles.

“The Y has given me more than I could imagine. It has helped my children have a happy, healthy Mom – and you can’t put a price on that.”~ Mary

“Y” not join these participants, our nearly 91,000 members and over 2500 employees and volunteers in the region to share our vision of a healthy community?

As we continue to grow, we have a need for the following position:

**Date: September 16, 2020**

**Position: Facilities Operator, Full Time**

**Location: Goderich-Huron**

**Start Date: as soon as available**

**Compensation: \$16.50-18.00**

**Benefits:** Group Health and Dental; Life, Dependent Life, AD&D; LTD and Paid Sick Days; Retirement, EAP and Family Fitness Membership

**Responsibilities:**

1. Maintain building and equipment to ensure that electrical and mechanical functions meet environment regulations and service standards, including upkeep or all ice surfaces; diagnostic testing, repair of all equipment as assigned; pool chemistry testing and circulation equipment, making appropriate adjustments as required; HVAC and Wellness Equipment.
2. Outdoor maintenance of playing fields, beach etc.; includes grass cutting, chalking, playing field maintenance, turf management etc. Note – working in these locations frequently involves working alone, or directly monitoring the activities of a team member.
3. Performs minor repairs on windows, doors, switches, desks, tables, plugs, equipment, appliances, sinks, toilets, blinds etc. prepare, paint and decorate interior and exterior surfaces as required.
4. Maintain an inventory of all equipment, tools and machinery. Read and interpret equipment manuals and work orders to perform required maintenance and service;

# Job Opportunity



maintain inventory of equipment manuals and warranties. Determine needed supplies and equipment.

5. Provide emergency/unscheduled repairs of equipment, structures and grounds on the property.

6. Schedule equipment maintenance and repairs; complete maintenance reports; perform weekly inspections of facilities, common areas, building exteriors, and landscaping; log and keep accurate records of space and equipment conditions including roof, HVAC and utilities; log all repair activity; refer warranty work or tasks requiring specialty repair to supervisor; complete all reports, logs and forms in a timely manner as required in a clear and accurate manner.

7. Report any unsafe conditions and/or malfunctioning equipment to supervisor immediately; where appropriate follow lock out procedures to avoid further safety and health concerns.

8. Sweeps, mops, polishes, refinishes resilient floors, vacuums and shampoos carpeted areas, dumps garbage and recycle bins, performs all cleaning aspects of halls, offices, board rooms, restrooms, lunchroom and auditoriums as well as washing walls, windows and window coverings; cleans light fixtures and changes bulbs/tubes.

9. Responsible for vandalism clean up and repair within skill level.

10. Maintains and/or has working knowledge of environmental safeguards and alarm systems.

11. Prepares and sets up rooms or gymnasium for meetings, program activities, parties, or various other activities and cleans up afterwards.

12. Drive vehicles, as required.

13. Present a professional appearance at all times; adhering to the YMCA uniform dress code policy, including a visible nametag and an engaging smile.

14. Ensure children's safety at all times following YMCA Protection of Children and

Vulnerable Adults and Serious Occurrence policies.

15. Adhere to accepted safety practices and procedures in the use of all equipment and in all activities; check for health and safety hazards when on duty; assist in the safety and security of members/participants.

16. Ensure compliance with legislative requirements and applicable industry standards for Occupational Health & Safety, Human Rights Act, Accessibility Ontario Disability Act, and Employment Standards Act.

17. Actively support the Association's Philanthropic efforts and provide feedback where necessary.

18. Maintain qualifications as required by this position; Participate in all staff meetings and training.

## **Qualifications & Experience:**

- High School Completed or combination of related education and experience; 1 – 2 years

# Job Opportunity



of work experience in a related capacity.

- Ability to operate standard industrial cleaning equipment example: floor buffers, vacuum cleaner and auto scrubber.
- Highly motivated and able to work independently.
- Basic Refrigeration; Certified Pool Operator Level 1, an asset
- Interpersonal skills and customer service orientation; Self-started able to work alone or as part of a team; Outgoing, inclusive and welcoming in nature; Resourceful, flexible, motivated and energetic.

## Competencies:

- Team work – A contributing member of the team. Shares knowledge and provides support to all team members.
- Attention to Detail – Performs cleaning duties thoroughly.
- Tolerance for Ambiguity – Functions effectively in an environment that is flexible and constantly changing to meet the needs of the customer.

## To Apply:

1. Submit resume and cover letter to Eric Symons, Facilities Manager  
[eric.symons@swo.ymca.ca](mailto:eric.symons@swo.ymca.ca)
2. Deadline for application is October 4, 2020

We thank all applicants for their interest; however only those selected for an interview will be contacted.

**The YMCA of Southwestern Ontario is committed to providing a barrier-free environment for all stakeholders including our members/participants, employees, job applicants, suppliers, and any visitors who may enter our premises, access our information, or use our services. As an organization, we respect and uphold the requirements set forth under the Accessibility for Ontarians with Disabilities Act (2005), and its associated standards and regulations.**