



CAPE BRETON REGIONAL MUNICIPALITY

Utility Service – Facilities Attendant(s) – Emera Centre Regular Full Time

JOB SCOPE: Under the direction of the designated Supervisor perform a variety of semi-skilled and skilled maintenance work, and operates a variety of equipment in the repair, maintenance, operation, and replacement of arenas under the jurisdiction of the Cape Breton Regional Municipality.

SALARY: As per Collective Agreement

STATUS: Union - Outside Bargaining Unit CUPE Local 759

MINIMUM QUALIFICATIONS: (Must include copies of the items listed below)

- A minimum of Grade XII or GED equivalent.
- Experience in operation of ice maintenance equipment.
- Experience in a similar or related arena facilities operation.
- Valid DOL Stationary Engineering 2nd class refrigeration ticket.
- Previous experience in general cleaning and maintenance including trouble shooting and minor renovations and general repairs to the facility and equipment.
- A medical assessment including physical, vision, and hearing tests. Medical assessment must show the capacity of performing tasks of the classification (**This is not required at time of application but will be required prior to hiring**).
- Must possess & maintain a valid Nova Scotia Driver's License.

ADDITIONAL QUALIFICATIONS

- Emergency First Aid/Level A CPR & AED Training (Current)
- WHMIS/GHS 2015
- Nova Scotia Fall Protection Training
- Nova Scotia Elevated Work Platform
- Forklift Operator Safety Training

CLOSING DATE FOR APPLICATIONS: 4:00 P.M. Wednesday, August 16th, 2023

Applications quoting **Reference No. 23.56-E** should be directed to:

Human Resources Department, Cape Breton Regional Municipality, 320 Esplanade, Suite 303
Sydney, N. S. B1P 7B9 - Fax: 902-563-5582 or E-mail: jobapplications@cbrm.ns.ca

Applications/Resumes may also be submitted in the drop-off box: Main Floor, City Hall during regular working hours (8:30 a.m. – 4:30 p.m.). **Although we thank all applicants for their submissions, we will respond only to those we wish to interview.**

CBRM is committed to the principles of Employment Equity and Inclusivity. We encourage applications from designated groups, including but not limited to women, visible minorities, indigenous peoples, members of the 2SLGBTQIA+ community, and persons with disabilities. CBRM encourages the need for respect, integrity, diversity, accountability, and the public good.



Cape Breton Regional Municipality

JOB DESCRIPTION

Position Title:	Facilities Attendant	Classification:	Utility Service
Department:	Facilities	Location:	Emera Centre
Bargaining Unit	CUPE 759	Salary:	\$28.84 per hour

JOB SCOPE

Under the direction of the designated Supervisor perform a variety of semi-skilled and skilled maintenance work, and operates a variety of equipment in the repair, maintenance, operation, and replacement of arenas under the jurisdiction of the Cape Breton Regional Municipality.

MAIN FUNCTIONS

- Assists with the co-ordination, scheduling, and implementation of maintenance and operation activities for the purpose of providing quality public services for residents of the Municipality.
- Performs general maintenance duties as part of an assigned crew and provides required labor to ensure optimal operation and maintenance of systems related to ice making, HVAC and general operating systems of arenas.
- Operates power equipment such as ice re-surfacing machines, fork-lifts, scissor lifts, power equipment and power hand tools as assigned and ensures the proper maintenance of equipment and tools by cleaning and carrying out daily inspection checks and refers defects and/or needed repairs to appropriate Supervisor or designate.
- Must be able to wear respirator & self-contained breathing apparatus (SCBA) to respond to ammonia leaks in facility.
- Maintains a variety of records relating to ice maintenance, equipment maintenance inspections, consumption, (where applicable) maintenance activity carried out, and materials used (where applicable).
- Ensures the proper use, care and accountability for all equipment and materials assigned to him/her for use.



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- Performs duties, including temporary workplace signage and wears proper safety equipment and clothing to ensure the safety of self, fellow employees, and the public in accordance with applicable labor and transportation standards and regulations.
- Provide support and guidance to other employees.
- Performs minor equipment repairs, adjustments, and preventive maintenance.
- To ensure all shift funds and reports from canteen sales, ticket sales and rental are collected and deposited securely.
- Supervise and work with Special Event Workers on maintenance duties where required.
- Be able and willing to work flexible hours (daytime and evening) for any of the seven days of the week.
- Other duties as may be assigned.

MINIMUM QUALIFICATIONS

- A minimum of Grade 12 or GED equivalent.
- Certified Department of Labour & Advanced Education Stationary Engineering 2nd class refrigeration ticket or equivalency.
- Experience in operation of ice maintenance equipment.
- Experience in a similar or related arena facilities operation.
- Previous experience in general cleaning and maintenance including trouble shooting and minor renovations and general repairs to the facility and equipment.
- Must possess & maintain a valid Nova Scotia Driver's License.
- A medical assessment including physical, vision, and hearing tests. Medical assessment must show the capacity of performing tasks of the classification.



CBRM

A Community of Communities

Cape Breton Regional Municipality

ADDITIONAL QUALIFICATIONS

- Emergency First Aid/Level A CPR & AED Training (Current)
- WHMIS/GHS 2015
- Nova Scotia Fall Protection Training
- Nova Scotia Elevated Work Platform
- Forklift Operator Safety Training

KNOWLEDGE SKILLS AND ABILITIES

- Skilled in the safe and efficient operation of small tools and equipment.
- Ability to communicate verbally and in writing.
- Ability to establish and maintain good working relations with employees and the public.
- Ability to perform heavy manual tasks.
- Knowledge of equipment, facilities, methods, and procedures used in the maintenance and operation of municipal infrastructure.
- Ability to work independently and to function as a team member.