

Capital Area Recreation Inc. (CARI)

ARENA TECHNICIAN

POSITION: Part-Time Arena Technician

RESPONSIBLE TO: Arenas and Sales Manager

NATURE OF WORK: This position is responsible for the maintenance and care of the arena facilities including the ice surfaces, dressing rooms, common areas, zamboni room, all tools and equipment in the CARI arena operations department.

Note:

This job description reflects the general details considered necessary to describe the principal functions of the job identified and shall not be construed as a detailed description of all the work requirements that may be inherent in such classification.

Ensure that the confidentiality of CARI affairs is respected and practiced at all times.

ILLUSTRATIVE EXAMPLES OF WORK:

- Assist with the ice making operation, resurfacing and removal of the same.
- General ice maintenance throughout the year.
- Cleaning of equipment areas and minor maintenance of resurfacing equipment.
- Resurface ice surfaces in accordance with the schedule.
- Conduct the regular cleaning and general maintenance of the facility.
- Work will be an average of fifteen to twenty (15-20) hours per week
- Hours of work shall vary subject to the facilities requirements.
- Ensure user groups and public are adhering to Arena rules and policies
- Adhere to the assigned dressing room schedule.

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ILLUSTRATIVE EXAMPLES OF WORK (Cont'd):

- Participate in training opportunities for arena staff
- Work with the Arenas and Sales Manager to identify areas to improve the operation of the facility.
- Act as a day to day CARI representative with arena user groups, tenants and the general public on behalf of CARI.
- Follow up any/all requests, calls or inquiries in a timely fashion.
- Must be willing to work shift work.
- Attends any staff meetings and any meetings with users, tenants and the public as required.

KNOWLEDGE AND ABILITIES:

Experience and knowledge in the safe operation and maintenance of an ice resurfacers would be an asset

Experience and knowledge in ice and facility maintenance is an asset

Must have or be willing to take Level 1 Arena Operations certification.

Must be physically able to carry out tasks involving manual labour.

General knowledge of user/tenant group programs and their scheduling needs an asset.

Must be prepared to work shift work (7 day week rotation).

Must be able to deal with users, tenants and the public in a polite and effective manner.

Must be aware of and practice Occupational Health and Safety requirements.

Must possess a valid P.E.I. driver's license.

SALARY ASSIGNED:

Starting hourly rate of \$24.50/hr

CLOSING DATE DEC 2nd, 2024

TO APPLY: Email Peter@bellaliantcentre.ca with resume or inquiries

UPDATED NOVEMBER 2024