

## **Agriplex / Parks and Recreation Operator 1**

The Town is looking for a highly motivated and well-organized individual to fill this position in a team environment. Reporting to the Director of Public Services ,the incumbents will be responsible for all aspects of the daily operation and maintenance of the Agriplex and other community buildings as well as all park systems. Summer duties include: maintaining green spaces ,sport fields, trees , shrubs, outdoor facilities and play grounds in accordance with the Town of Millet policies. Winter duties include: maintenance of indoor and outdoor ice surfaces ,refrigeration plant and HVAC checks ,facility maintenance, custodial duties as required . The full-time position is based on 40 hours per week basis with a compressed work-week during the winter months at the Agriplex, which will include shift-work, and a regular 40 hours per week, from Monday - Friday, during summer months in Parks and Recreation.

Mandatory conditions of employment include

- Grade 12 or equivalent.
- Valid Class 5 Alberta Driver's License.
- Physically able to perform required tasks.
- Ability to use discretion regarding confidential matters.
- Ability to deal effectively with the public, employees and others in a courteous and tactful manner and maintain positive and harmonious relationships amongst all with whom the employee may come in contact.
- Basic building trade skills related to recreational facilities maintenance.
- Candidates with Alberta Association of Recreation Facility Personnel Level 1 Arena Operator course, prior experience with ammonia refrigeration systems and ice re-surface operation may be given preference.

The position is included within the scope of the Town's unionized setting. The Town of Millet provides a comprehensive employee benefits package, including LAPP. For more information, you may contact Don Gilmet Director of Public Services at 780-387-4180.

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The deadline for applications is 4:30 p.m. on October 31, 2014. Candidates should submit their resumes, including references and current drivers abstract, to:

Don Gilmet Director of Public Services  
Town of Millet, Box 270, Millet, AB T0C 1Z0  
Fax: (780) 387-4459

The Town of Millet thanks all applicants for their interest, but advises that only those selected for an interview will be contacted.