

NORTH GLENGARRY NORD



Job Title:	Equipment Operator - Unionized
Last Revised	May 2026
Department:	Community Services
Reports to:	Facilities Lead Hand
Rate of Pay:	\$22.02- \$26.31/hour (as per SEIU Local 2 Collective Agreement)
Hours of Work:	Full-Time, with willingness to work evenings, weekends and holidays as required

JOB POSTING: FULL-TIME EQUIPMENT OPERATOR

The Township of North Glengarry is seeking a motivated and dependable Equipment Operator to join our Community Services team. This unionized position plays a key role in the operation, maintenance, and upkeep of municipal recreation facilities, including arenas, parks, and outdoor spaces. This is an excellent opportunity for someone who enjoys hands-on work, takes pride in maintaining safe and welcoming community spaces, and thrives in a team environment.

RESPONSIBILITIES

- Open and close facilities, including security system operation, general inspections, and daily logging of maintenance and safety checks.
- Complete and maintain accurate records (incident reports, inspections, maintenance logs, work orders, and equipment logs), reporting issues to the Lead Hand or Director of Community Services, as required.
- Ensure facilities are clean, safe, and well-maintained, including routine cleaning, minor repairs, and upkeep of all interior and exterior areas.
- Operate and maintain arena equipment, including ice resurfacing, edging, ice monitoring, and skate sharpening, ensuring all equipment is in safe working condition.
- Complete the set up and take down for facility bookings, events, and programs.
- Assist with maintaining building grounds in addition to parks, fields, including turf care, field marking, shoreline/dock maintenance, overall sports field maintenance and horticultural duties.
- Maintain positive working relationships with staff and deliver a high standard of customer service during interactions with the public.
- Adhere to all health and safety standards, legislation, and municipal policies, reporting hazards or concerns promptly.
- Perform other related duties and assist other service areas as required.

POSITION QUALIFICATIONS:

- Secondary school diploma (grade 12) or equivalent.
- Experience in parks, recreation, or facility operations (arena experience preferred).

Certifications:

- Basic Refrigeration Operator Certificate (required within one year of hire).
- Certified Ice Technician (CIT) certificate and/or Certified Grounds Technician (CGT) Certificate (required or demonstrated progression in acquiring).
- First Aid & CPR (required or ability to obtain).
- WHMIS certification.
- Propane Handling Certification is considered an asset.

Skills & Abilities:

- Strong organizational and time management skills, with the ability to prioritize and manage multiple tasks effectively.
- Proven teamwork and customer service skills, with the ability to build positive working relationships.
- Solid problem-solving ability, including recognizing and reporting issues appropriately.
- Experience operating a wide range of equipment (e.g., ice resurfacers, tractors, trucks, small tools, and grounds equipment).
- Ability to understand, follow, and document procedures and standard operating processes.
- Basic computer proficiency, including familiarity with facility booking systems.
- Knowledge of applicable regulations and legislation related to parks and recreation is considered an asset.

OTHER REQUIREMENTS:

- Valid class G driver's license.
- Must be available to work flexible hours as required including days, evenings and weekends. Working conditions may include outside during inclement weather.
- Bilingualism (English/French) would be considered an asset.
- Must provide a current Police Record Check.

The forgoing description reflects the key duties, responsibilities and qualifications for the position and shall not be construed to be all of the work requirements of the position.

ACCESSIBILITY:

The Township of North Glengarry is committed to providing quality goods and service that are accessible to all persons that we serve. Documents are available in accessible formats upon request. Accommodations are available throughout the recruitment process in accordance with the Accessibility for Ontarians with Disabilities Act (AODA).

TO APPLY:

All interested applicants are invited to send their resume to csdirector@northglengarry.ca by June 3, 2026 at 4:00pm.