



Applications Close: August 10 , 2018 but will fill sooner if we have suitable applicants	Reports to: Facility Manager
Job Title: Facility Supervisor/Ice Technician	
Location: Dakota Community Centre	Hours: 4pm-3am (Evening Shift)

Summary

The Dakota Community Centre-Jonathan Toews Sportsplex and Dakota Fieldhouse located in South St. Vital is looking for a hard working facility supervisor/ice technician who is energetic and thrives on client-first service while working with people of all ages and abilities.

The Facility Supervisor/Ice Technician position will appeal to someone who is self-motivated, an exceptional team player, adaptable, reliable and client-focused.

If you have arena ice maintenance experience, that would be an asset but not a requirement. For essential requirements of this position please see below list of Qualifications.

Overview of the Role

The Evening Facility Supervisor tends to the resurfacing and maintenance of the ice, (indoor and outdoor) monitoring of refrigeration plant and routine inspection of all facilities and grounds, the Evening Facility Supervisor is also in charge of evening logs and monitoring of M&E, oversees general cleanliness of facility and helps attendants in event set ups and tear downs.

The Evening Facility Supervisor is responsible for the supervision of the Sportsplex and Fieldhouse facilities.

Shifts are 11 hours and consist of a 4 evenings on 4 evenings off rotation, wage in based on a 38.5hr. work week

Specific Duties and responsibilities include:

- Duty supervisor, with oversight of all staff and the overall functioning of Jonathan Toews Sportsplex and Dakota Fieldhouse during shift period
- flood and maintain ice for all bookings during shift
- assignment and control of all facility room keys/access during shift
- handling all immediately required arena, facility or grounds maintenance
- advising appropriate senior staff of other issues that occur at or involving the Centre that may require immediate attention
- maintain logbook and identify all maintenance issues that require attention by the day staff
- initiating and maintaining all plant log sheets as required by the Manitoba Labor Board

- Completing other required documentation or logs (incident reports etc.)
- completing all end of shift ice maintenance
- ensure facility is clean, safe and secured before leaving
- oversee and assist with setting up and tearing down facility events and programs, when required
- monitor inventory and report shortages to Facility Manager for reordering via email
- direct supervision of Arena Attendants, and other evening staff in Sportsplex and Fieldhouse during shift
- ensure all dressing rooms, hallways and showers have been swept and auto scrubbed at end of shift
- ensure Olympia resurfacer is plugged in ASAP at end of shift to insure maximum recharge prior to day shift
- report plant/facility issues to Facility Manager for proper action
- fill in incident reports as required
- monitor and routinely inspect M&E systems in both Sportsplex and Fieldhouse
- other duties as assigned

Essential Skills

- reliable and trustworthy
- flexible and has the ability to adapt to all situations
- friendly, energetic
- team player, works well with others
- leadership skills/qualities
- organized with the ability to prioritize issues
- problem solver/quick thinker
- self-motivated/ability to work independently

Qualifications

- a valid Power Engineer's Certificate Refrigeration Class (W) is required
- a valid driver's license – Class 5 is required
- First Aid/CPR/AED and WHIMS 2017 training would be considered an asset
- Previous experience in arena ice management and/or facility management will be considered an asset

Benefits of Working Here

Our objective is to provide our employees with a safe and healthy workplace. We seek diversity in our workplace and foster a place of service to the community.

Benefits and RRSP are available after six months of successful employment and costs are a combination of employer paid, employee paid and cost-shared.

The Centre is on a major bus route for easy access and/offers free parking and a vibrant team atmosphere.

To Apply

We are inviting interested people to apply to us by Thursday, June 14, 2018 at 4:00 pm. Please e-mail to hr@dakotacc.com or drop off a resume at the front desk at 1188 Dakota with a short cover letter telling us more about yourself and how you see yourself in this role would be appreciated.

About Dakota Community Centre Inc.

With our Mission of being a gathering place providing excellence in sport and recreation for everyone, Dakota Community Centre is one of the largest and most successful community Centre operations in the City of Winnipeg. Serving nearly 12,000 households in South St. Vital for more than 30 years, Dakota CC offers a broad range of sport and recreation programs for catchment area members and beyond. In addition to the current Jonathan Toews Sportsplex, which includes a twin ice pad, gymnasium, office space and other multipurpose space, there is a 60,000 sq.ft. multi-purpose Fieldhouse on the Dakota campus.