



JOB DESCRIPTION

Position Title:	Pool Operator Assistant/Maintenance Part Time Weekends & Casual Call In
Reports To:	Supervisor of Recreation Services, Facilities
Department:	Recreation Services
Employee Group:	Non-Management/Non-Union
Salary:	\$23.20/hour
Competition Number:	2025-25

The City of Corner Brook is presently accepting applications for the part time casual position of Pool Operator Assistant/Maintenance. The Pool Operator Assistant/Maintenance will report to the Supervisor of Recreation Services Facilities and is responsible for assisting with the day-to-day operations of the Corner Brook Regional Recreation Centre. The Pool Operator Assistant/Maintenance will focus on preventative maintenance, building equipment maintenance, pool maintenance and minor cleaning, while ensuring a safe, fully functioning environment for staff and the public.

The Key responsibilities are:

- Assist the Supervisor of Recreation, Facilities with completion of any regular, scheduled or emergency maintenance
- Assist the Supervisor of Recreation, Facilities with ensuring pool water chemistry is maintained and in accordance with applicable legislative standards
- Assist with transporting equipment and furniture within buildings from one worksite to another
- Assist with configuration for special events as outlined by the Supervisor of Recreation, Facilities
- Assist with repairing any items assigned and/or identified as service requests in a timely manner
- Assist with installation, preventative maintenance and repair of all mechanical components, fixtures and equipment
- Assist with onsite ad hoc janitorial duties as needed
- Assist with minor landscape maintenance as needed
- Ensure all entry ways are free of debris and snow
- Assist recreation site staff as needed to provide program support and customer service facilitation
- Interact with Recreation Staff to ensure proper program and special event set up and delivery
- Interact with clients and contractors within a variety of settings
- Champion safety at all times. Prepare and adhere to site-specific health and safety plans to mitigate or eliminate risks to you, clients, employees, and the public

- Ensure compliance with Health & Safety legislation and Public Pools Regulations under the Public Health Act
- Work closely with related municipal/provincial/national organizations to ensure they maintain compliance with the Department of Health

The above responsibilities reflect the duties necessary to describe the principal functions of the job and shall not be considered as a detailed description of all duties of the job.

This position requires the ability to sit and walk for extended periods of time, with occasional lifting and handling of heavy facility equipment, which may weigh up to or exceed 50 pounds. The role involves working 12-hour rotating shifts, which include weekdays, weekends, evenings, and holidays.

The work environment varies, and you will be required to work in an office setting, on a warm pool deck, in a mechanical room, and outdoors. There may be frequent exposure to minor weather conditions when working outside. Additionally, the position requires regular interaction with the general public.

The successful applicant must have a minimum of two years of work experience, with experience in water testing and a valid Certified Pool Operator's Certificate. The ideal candidate will be proficient in using computers and computerized systems and will possess excellent communication skills. These skills are essential for effective communication with customers, user groups, and internal departmental staff. Additionally, the successful candidate will have experience working in a recreation or aquatics facility. They will also have experience operating the tools and equipment necessary for facility maintenance.

A current Royal Newfoundland Constabulary (RNC) Certificate of Conduct and Vulnerable Sector Check. Valid Class 5 driver's license for the province of Newfoundland and Labrador.

The City of Corner Brook will provide support throughout the recruitment process to applicants with disabilities, including accommodation that considers an applicant's accessibility needs. Candidates are encouraged to discuss specific needs with the City's Human Resources division, by emailing hr@cornerbrook.com

The City of Corner Brook thanks all applicants for their interest; however, only those selected for an interview will be contacted.

Please submit résumés, giving complete details of qualifications, and stating competition number to the Human Resources Office via e-mail careers@cornerbrook.com