Job Posting

Facility Operator (Arena/Parks)

(Full Time – Unionized)

Company Description:

Thames Centre, nestled in the heart of southwestern Ontario, is a vibrant community on the eastern edge of Middlesex County and the City of London. Our unique mix of urban and rural living fosters strong community connections, top-notch services, and responsible leadership. Residents enjoy breathtaking natural landscapes, open spaces, and access to state-of-the-art recreation facilities, and outstanding local amenities. Thames Centre has been recognized as one of the Best Places to Work in Southwestern Ontario!

Job Description:

The Facility Operator (Arena/Parks) is responsible for the operation and maintenance of municipal recreation facilities, parks, trails, sports fields, and cemeteries. The position performs facility maintenance, groundskeeping, event support, and related operational duties; operates and maintains vehicles, equipment, and machinery used in parks and facilities; ensures compliance with health and safety standards; and completes required records and documentation.

Responsibilities:

Recreation Facility Operations and Public Service

- Monitors use of recreation facilities and supports special events, ensuring safe, efficient operations and responding to issues or emergencies as required.
- Interacts with facility users, community groups/organizations, and members of the public to provide information and assistance, respond to concerns, and support the safe and effective use of municipal recreation facilities and amenities.
- Operates and maintains municipal recreation facilities, including community centres, sports fields, parks, trails, and open spaces.
- Maintains arena ice surfaces and associated ice-making equipment to ensure safe and appropriate operating conditions.
- Monitors and maintains swimming pool and splash pad water chemistry, equipment, and facility conditions in accordance with applicable operating and safety requirements.
- Sets up and inspects recreational amenities, including playgrounds, ball diamonds, soccer fields, tennis and pickleball courts, dog parks, pavilions, and related infrastructure.

Facility and Equipment Maintenance

- Performs maintenance and repairs at municipal facilities which includes but is not limited to painting, flooring, drywall, carpentry, and basic plumbing work.

- Inspects, operates and maintains and performs minor repairs on a variety of equipment, vehicles, machinery, and power tools used in parks and facilities operations.

Grounds, Parks, and Cemetery Maintenance

- Maintains all Municipal parks, open spaces and land owned by the municipality
- Conducts grounds maintenance, including grass cutting, landscaping, sports field maintenance, tree care, trail upkeep, and waste and litter collection.
- Winterizes outdoor facilities and clears snow from municipal parking lots and facility sidewalks
- Maintains active and inactive cemeteries, including grounds care, plot management, grave preparation and closure, marker installation, and headstone maintenance.

Administration Support and Compliance

- Process and record payments, use operational systems, coordinate facility assignments, and support cemetery administration.
- Maintain accurate operating, maintenance, repair, and safety records for facilities, equipment, parks, pools, arenas, and splash pads.
- Provides input into and assists with the implementation of operational policies and procedures for parks and facilities.
- Participate in and complete required First Aid, CPR, WHMIS, and other training.
- Follow occupational health and safety requirements, use appropriate protective equipment, and maintain safe facility and equipment conditions.

Note: All activities are expected to be performed safely, in accordance with the Occupational Health and Safety Act and its Regulations, along with Corporate Safety policies, procedures and programs. In addition, all necessary personal protective equipment must be used and maintained in good condition.

Qualifications Required:

- Ontario Secondary School Diploma or equivalent
- Valid Ontario Class G driver's licence with a clean driver's abstract.
- A minimum of one of the following additional qualifications is required:
    - Certified Pool Operator
    - Certified Ice Technician
    - Basic Refrigeration Certification
    - Propane Handling Certification
- Minimum of one (1) year of relevant experience, including landscape and/or facility maintenance.
- Effective communication and interpersonal skills.
- Possess a mechanical aptitude and have good organization and problem solving skills
- Ability to understand and follow operating procedures, safety procedures, manufacturer instructions and applicable legislation.
- Able to take initiative, work independently and collaboratively as part of a team
- Working knowledge of equipment maintenance techniques
- Physical ability to perform moderate to heavy physical labour
- Manual motor skills are required to perform repairs and maintenance as required

Physical Effort and Working Conditions:

- Work is performed in a combination of outdoor and indoor environments including municipal facilities, cemeteries, parks, and ice rink facilities
- Requires prolonged periods of sitting while operating equipment and vehicles, combined with frequent standing, walking, bending, lifting, carrying, pushing, pulling, occasional climbing, and other physical activities associated with facility maintenance, equipment inspections, and ice rink operations.
- Must be capable of working outdoors in varying weather conditions and performing physically demanding tasks safely and effectively.

Position Details:

Primary Work Location: Flight Exec Centre, 2066 Dorchester Road
Employment Classification: Full time - Unionized
Pay Rate: $31.60 for 2026, in accordance with the current Collective Agreement
Hours of Work per Week: 42 hours per week
Schedule of Work: Operator 7 Schedule (Tuesday and Wednesday 4:00 pm to 12:00 am, Thursday 8:00 am to 5:00 pm, Friday and Saturday 6:30 am to 3:30 pm). Occasional overtime may be required.
Anticipated Start Date: as soon as possible
Current Status of Position: vacant
Posting Period: October 22, 2026 – November 8, 2026 (Reposted for consideration of applicants from outside of the Union)
Recruitment Reference #: 2026-29

Ready to Apply?

Interested internal applicants are invited to submit a resume and cover letter before **11:59 p.m**. on **November 8, 2026,** indicating **"Facility Operator –Application- 2026-29"** in the subject line to:

Cindy Barwick, HR Advisor
Municipality of Thames Centre
4305 Hamilton Rd.
Dorchester, ON, N0L 1G3
Email: cbarwick@thamescentre.on.ca

While verification of credentials are not required for the interview, they may be mandatory as a condition of employment.

Artificial Intelligence will not be utilized in this recruitment process.

The Municipality of Thames Centre is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. If you are contacted for interview, please advise us of any accommodations needed to ensure your access to a fair and equitable process. This information will be treated confidentially and only used for the purpose of providing an accessible recruitment experience.

All applicants are thanked for their interest, but only those selected for an interview will be further contacted. Information gathered is under the authority of the Municipal Freedom of Information and Protection of Privacy Act and shall only be used for candidate selection purposes.