



**Job Title:** Operator  
**Department:** Operations  
**Reports To:** Manager of Facility Operations  
**Job Type:** Full-time, Salary, Competitive Benefits Package

### **Summary**

ASM Global, the leader in privately managed public assembly facilities, is seeking an Operator. Responsible for the daily activities required to run, maintain and service the Avenir Centre and its events. The Operator is responsible for the cleaning, repairs and maintenance of the arena building as well as ice surface, ice plant and the set up and tearing down of public and private functions in the building.

### **Essential Duties and Responsibilities**

Include the following. Other duties may be assigned.

- Building maintenance
- Event setup and tear down
- Putting in ice and performance of ice maintenance
- Overseeing ice rentals
- Custodial duties
- Grounds maintenance
- Snow Removal during winter months
- The safe and effective change over (Conversion) from one event to the next
- Perform building opening and closing procedures; assist in providing facility security and ensuring procedures are followed in the event of evacuation, fire alarms, injuries, etc.
- Perform minor repairs
- Perform routine maintenance of building systems
- Monitor the refrigeration plant in accordance with legal requirements

### **Qualifications**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **Education and/or Experience**

- High school diploma or GED certificate.
- Related work experiences an asset.

### **Skills and Abilities**

- Ability to do heavy lifting and ability to work at heights
- Demonstrated familiarity with tools and maintenance equipment
- Ability to develop good rapport with management, tenants, fellow employees and the general public
- Ability to prioritize and to handle multiple projects simultaneously, working under tight deadlines
- Ability to work with limited supervision and as a team member

### **Computer Skills**

To perform this job successfully, an individual should have basic computer skills.

### **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Specific physical demands for this job include, but not limited to lifting, standing, walking, pushing, pulling, sitting, working in cold arena, bending, kneeling, reaching and squatting.

### **Other Requirements**

Due to the nature of our business candidates must be able to work irregular hours as dictated by the event schedule, including nights, weekends and holidays. Must have the ability to modify their schedule as the event dictates.

### **TO APPLY**

**Please send resumes with salary requirements to:**

Katie Fernley  
Director of Operations  
[kfernley@avenircentre.com](mailto:kfernley@avenircentre.com)

Please ensure the subject line reads: ***Operator (full-time)***  
Only successful applicants will be contacted.