



**FULL-TIME EMPLOYMENT OPPORTUNITY**  
**Union position**

**Position: Arena 1/Small Equipment Operator**  
**(RPO2 certification required)**

**Or**

**Arena 2/Small Equipment Operator**  
**(Without RPO2 certification)**

The Town of Kentville is a rapidly growing community, one with diversifying needs and complex problems that are looking for innovative solutions. The Department of Parks and Recreation believes strongly in intentionality when it comes to what programs we offer to the community. This means we work hard to support the creation of resilient, safe, kind, and caring communities.

**Our commitment to equity, diversity, and inclusion:**

The Town of Kentville recently adopted our first Accessibility Action Plan followed by the signing of the Recreation Nova Scotia Anti-Racism Charter, a testament to our commitment to developing and supporting a more diverse, inclusive, and equitable environment for all staff and community members. We encourage applicants from equity deserving populations to self-identify in their application. We continue to focus on equity, diversity, and inclusion (EDI) as part of this framework and are committed to continuing our education and awareness as an organization. If you have questions on how we can ensure a safe place of employment, or how the hiring process can accommodate your needs, we invite you to reach out and contact us.

**Why work with us?**

Being a part of the Kentville team means you will be working in a dedicated, positive, and supportive environment. We are committed to innovation and serving all members of our community. We do this because we value our people and we're passionate about what we do. Really passionate. We offer an environment of support and encouragement: we want you to be successful at what you do! Accountability and fun are the foundations of our workplace culture.

**Your Opportunity:**

Reporting to the Supervisor of Facility Operations, the Arena/Small Equipment Operator will be responsible for arena operations (ice making/removal, ice resurfacing & maintenance, custodial duties, & snow removal). In addition, the Arena 1/Small Equipment Operator position will be responsible for refrigeration plant monitoring. In the arena's off season, duties will include tractor/large mower operation, assisting in upkeep of parks



and play areas, including our trails and nature reserves (cleanups, minor repairs, aiding in landscaping projects, etc.), and event support as required.

The role should appeal to an individual that takes pride in their work and enjoys being outside and around people in a fast paced, recreational facility environment. Successful applicants will have experience in arena operations, which would include ice resurfacing operations, Zamboni maintenance, ice maintenance (edging, patching, building, painting), small equipment operations (mid-sized tractors & attachments) and general park space upkeep, such as garbage removal.

Conditions will include working both as part of a team, and independently.

**Qualifications:**

- ✓ Valid driver's license;
- ✓ Valid WHMIS certificate (or be willing to obtain one);
- ✓ Valid First Aid certification (or be willing to obtain one);
- ✓ Have a grade 12 or GED equivalent;
- ✓ Ability to work with and around the public in a busy environment;
- ✓ Ability to understand and apply written and oral instructions.

**The following experience would be considered an asset:**

- ✓ Refrigeration Plant Operator 2 Certification (see pay rate increase);
- ✓ Experience working around refrigeration systems;
- ✓ Custodial experience;
- ✓ Experience with ice making/maintenance equipment;
- ✓ Sport field maintenance experience;
- ✓ Tractor & attachment operation experience;
- ✓ Landscaping experience;
- ✓ Turf and soil knowledge;
- ✓ Infrastructure and building maintenance experience;
- ✓ Knowledge of equipment, and required maintenance.

The successful candidate must maintain good public relations in the course of their duties and help maintain a teamwork environment within the workplace.

**Work Status:** Permanent full time.

**Hours of Work:** Monday-Friday, 8:00am-4:30pm through park season.



Shift work (2 days , 2 nights, 2 off) through the arena’s operational months (October through March). Arena’s operational hours are from 6:30/8:30AM – 12:00/12:30PM depending on the day.

**Salary:**

- \$26.09/hourly (Arena 1/Small Equipment Operator with RPO2 Certification)
- \$24.01/hourly (Arena 2/Small Equipment Operator without RPO2 Certification)

**Work Location:** Park season - The Park Shed would be your home base. You will be maintaining spaces throughout Memorial Park and at times, various satellite parks throughout Kentville. Your work location will vary day by day.

Arena season – Kentville Centennial Arena

**Where To Apply:** Applications will be accepted until 4pm on Wednesday November 29th. Applications may be submitted by mail or by email to:

Town of Kentville  
Parks and Recreation  
354 Main Street,  
Kentville, NS B4N 1K6  
Email: [recreation@kentville.ca](mailto:recreation@kentville.ca)

Applications can also be placed in the drop box at the back of Town Hall.

Applications must be submitted with at least two references. Please put the job title in the subject heading of your email and merge your cover letter and resume into one document. We thank all candidates for their interest; however only those under consideration will be contacted.