

**TOWNSHIP OF WEST LINCOLN  
Part Time/Casual Positions  
Facility Operator, Skate Patrol Attendant & Facility Attendant**

Applications are being accepted for the above noted positions which work no more than 24 hours/week including weekdays (facility attendants only), evenings and weekends. Detailed job descriptions are available on the Township's web site ([www.westlincoln.ca](http://www.westlincoln.ca) under Career Opportunities).

**Facility Operator Requirements:**

Management and operation of the West Lincoln Community Centre & Arena including maintenance, general cleaning, ice resurfacing, etc.

- Grade 12 or equivalent
- Must have a valid Standard First Aid/CPR/AED – Level C certificate
- ORFA Basic Refrigeration and previous arena experience is considered an asset
- \$17.94/hour
- Must be at least 16 years old

**Skate Patrol Attendant Requirements:**

skate patrol, ticket sales, events and general maintenance

- Must be able to skate and have skates.
- A valid Standard First Aid/CPR/AED – Level C certificate is considered an asset
- \$14.54/hour
- Must be at least 16 years old

**Facility Attendant Requirements:**

COVID entrance tracing of the public, tracking patron numbers

- A valid Standard First Aid/CPR/AED – Level C certificate is considered an asset
- \$14.54/hour
- Must be at least 18 years old

All positions may require a Vulnerable Sector Police Clearance Certificate.

Resume and cover letter submissions can be forwarded **as soon as possible or by no later than 4:30 pm on Friday, September 18, 2020** to:

Joanne Scime, Clerk

Township of West Lincoln

318 Canborough Street, P.O. Box 400, Smithville, Ontario L0R 2A0

Fax: 905-957-3219 OR Email: [jscime@westlincoln.ca](mailto:jscime@westlincoln.ca) (subject line: Note position applying for)

We thank all those applicants who apply and advise that acknowledgement will only be forwarded to those applicants who are invited for an interview. Personal information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of candidate selection.

In accordance with the Accessibility for Ontarians with Disabilities Act, if you require this document or any additional documents in an alternative format, please contact our office at 905-957-3346. Please know that should you require any special accommodations in order to apply for a position or interview for a position with the Township of West Lincoln, we will endeavor to make such accommodations.