

Town of Outlook

Facility Manager - Full Time

40 Hours per week - Up to \$24 per hour based on skills and experience

MAIN RESPONSIBILITIES

- Ensure that the facility is prepared for scheduled events
- Responsible for all housekeeping and general maintenance on a daily basis
- Purchase supplies and materials according to needs, and within the budget constraints
- Carry out any instructions given by the recreation director
- Snow removal from parking lot and around emergency exits
- Maintain the ice surface and schedule regular maintenance
- Register and maintain ice times (as well as collect fees)
- Skate sharpening
- Inspect and repair boards
- Maintain Green Spaces
- Tree Care
- Sports Fields Maintenance

Contact Jordy Jones at outlookrec@sasktel.net or 306-867-9555 for more information