



Parks and Facilities Technician (MT III)

Two (2) Positions Available

The Opportunity

The Town of Grimsby is committed to building a future that welcomes innovative new ideas while protecting and preserving its distinct heritage. It is a place where leaders are committed to sustainability and honouring Grimsby's treasured natural setting. Grimsby has become a sought-after community where residents enjoy waterfront living, historic neighbourhoods, active living, and world class natural amenities. It is conveniently located in the Greater Toronto and Hamilton Area (GTHA) in a region that is home to Niagara wineries, agriculture, cuisine, and internationally recognized attractions.

The Portfolio

Reporting to the Supervisor of Parks and Facilities, the Parks and Facilities Technician is responsible for a wide range of tasks, functions and responsibilities in the operation of the Town's Parks and Facilities, such as but not limited to, ice making and maintenance, janitorial duties, pesticide application, turf maintenance, gardening and tree maintenance, building and equipment repairs, preventative maintenance and pool operations. The Parks and Facilities Technician assists in scheduling, documentation of repairs and maintenance, as well as miscellaneous administrative duties. In the absence of the Crew Lead, the Parks and Facilities Technician will assume some duties and responsibilities of the division during this time.

The Candidate

As a candidate for this position, you hold a Secondary School Diploma and have at least two (2) years of recent, relevant experience in a similar role, particularly with arena operations. You are skilled in operating maintenance tools and equipment, including but not limited to turf maintenance machinery and landscaping and park maintenance equipment. Additionally, you possess knowledge and/or hands-on experience in parks, landscaping, and horticultural operations.

Working for the Town of Grimsby

The Town of Grimsby offers candidates for this position a competitive employment package that includes an hourly range between **\$31.54 and \$36.21** and a comprehensive benefits plan. **We are hiring 2 (two) permanent full-time Parks and Facilities Technicians (MT III).**

The Town of Grimsby is a progressive employer committed to supporting employees' work-life balance while also fulfilling business goals and providing a high-performance work environment. The Town also supports the health and wellness of our employees; a commitment that is demonstrated through free access to Town recreation facilities for employees and flexible working arrangements.

If you are excited by this opportunity, we are excited to hear from you! We invite you to submit your application to hr@grimsby.ca **July 24, 2025 at 4:30 PM**. Please quote the posting number in the subject line.

A full job description can be found below or visit www.grimsby.ca under “Career Opportunities”.

An eligibility list will be established for the duration of a 12-month period.

Posting #: 35-2025

We thank all applicants for their interest, however only those selected for an interview will be contacted.

Consistent with our values and corporate culture, the Town of Grimsby is an equal opportunity employer committed to providing an inclusive, barrier-free recruitment and selection experience, and work environment. The Town of Grimsby will accommodate the needs of applicants under the Human Rights Code and Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment process up to the point of undue hardship. If you require accommodations, please contact Human Resources (hr@grimsby.ca) to make appropriate arrangements.

The Town of Grimsby may use AI (Artificial Intelligence) in the recruitment process. 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.

Be advised that the Town of Grimsby's Human Resources department frequently audits resumes of internal and external applicants to validate the accuracy and trustworthiness of information provided. Falsification of information provided at any time throughout the recruitment process may result in disqualification. Internal applicants may be subject to discipline up to and including termination.



JOB POSTING

Parks and Facilities Technician (MT III)

Community Services

1. Operations and Maintenance (80%)

- 1.1 The Maintenance III technician is responsible for the day-to-day upkeep, repairs, preventative maintenance, inspections and documentation of indoor/outdoor assets of the Parks, Recreation and Facilities Division including: Playgrounds, Parks, Skate park, Sports fields, Irrigation systems, Upkeep/ updating regulatory signage, protective barriers, maintenance and minor adjustments of specialized equipment.
- 1.2 Provides day-to-day maintenance and repairs of various electrical, mechanical, structural equipment/apparatus that does not require a licensed tradesperson.
- 1.3 Responsible to occasionally work with and coordinate work with outside contractors
- 1.4 Occasionally works with, supervises and directs seasonal staff.
- 1.5 Provides ongoing preventative maintenance operations for all Parks and Facility amenities, providing complete scheduling and documentation.
- 1.6 Maintains arena ice, painting lines and logos, floods for programming, ice maintenance, inspection, documentation, removal at season's end, monitoring refrigeration and other duties associated with the successful operation of ice facilities.
- 1.7 Completes the full range of janitorial duties in Town Facilities, as required.
- 1.8 Required to operate various equipment, some of which requires a specialized license, Mowing and trimming of green space, parkland and sports fields.
- 1.9 Prepares the selection, calculation, mixing, application, and documentation of fertilizers, fungicides, insecticides, and herbicides according to the Pesticides Act and Ontario Regulation 914.
- 1.10 Coordinates and implements the design, site preparation, planting and maintenance of flower beds and rose gardens, maintenance of trees and shrubs, aerating, fertilizing, planting grass, laying sod and cultivation of formal and informal gardens and green spaces.
- 1.11 Prepares the splash pad, pool and any other amenity for summer use or winterizing after swimming season. Monitors and maintains safe, sanitary water conditions as required by the Health Code, maintenance of the filtration plant and pool house and any preventative maintenance and/or required documentation.
- 1.12 Provides regular monitoring and upkeep of building fire and safety equipment, inspections and documentation.
- 1.13 Contributes to winter Operations, as required, including manual and machine operations.
- 1.14 Identifies improvements and efficiencies for amenities that are the departments responsibility. Cost savings for energy, waste management, utilities and other means.

2. Inspections and Administration (10%)

- 2.1 In the absence of supervisory staff the incumbent may occasionally be required to carry out team lead functions as directed by the Parks and Facilities Supervisor, the Director or his/her designate.

- 2.2 Assists in scheduling, documentation of repairs and maintenance, as well as miscellaneous administrative duties
- 2.3 Responsible for inspections and provide documentation of indoor and/or outdoor Parks and facility assets.

3. Customer Service (5%)

- 3.1 Responds to public requests and inquiries promptly and correctly
- 3.2 Provides operations support for staff and community groups in preparation for and running of their special events in Town facilities.
- 3.3 Maintains effective and cooperative communication with public as well as exchanges information on assigned duties and work with other staff members.

4. Other (5%)

- 4.1 Works in a safe manner in accordance with the Occupational Health and Safety Act, associated regulations, other applicable legislation, Town by-laws, policies, procedures, and guidelines.
- 4.2 Other related duties, as assigned.

The successful candidate will possess the following:

Education

- Secondary School Diploma.

License, Registration and Training

- Ontario Parks Association (OPA) Certified Playground/Play Structure Inspector.
- Valid and unrestricted Class "G" Driver's Licence.
- Police Vulnerable Sector Check (Level 3) or Judicial Matters Check to the satisfaction of the Town.
- Standard First Aid and CPR/AED certification.

Experience

- Three (3) years of related job experience in facilities operation and maintenance, horticulture/turf maintenance and parks maintenance
- Proven mechanical aptitude and experience with general and preventative maintenance of mechanical systems and equipment. I.e. minor electrical /plumbing repairs, door hardware, heating / ventilation systems, basic carpentry etc.
- Demonstrated experience and proficiency in operating maintenance tools and equipment including turf maintenance machines, ice resurfacers, landscaping and parks maintenance equipment.

Knowledge/Skills/Abilities

- Knowledge of facility maintenance systems and requirements including electrical, mechanical and structural systems.
- Knowledge of parks, landscaping and horticulture operations including planning and oversight of small projects.
- Strong verbal and written communication skills.

- Basic proficiency with Databases and Microsoft Office Suite including Outlook, Word and Excel.
- Demonstrated ability to provide good customer service and to be part of a staff team.
- Knowledge of workplace health and safety legislation including the Occupational Health and Safety Act and Regulations.

A combination of education, training, and experience may be considered.