

JOB POSTING Auxiliary (On-Call)

JOB VACANCY NO.: 2019-233 **FROM:** November 6, 2019
NO. OF VACANCIES: up to 6 **TO CLOSE:** November 15, 2019 at 5:00 p.m.,
POSITION: Program Attendant - Arenas **SALARY:** \$20.24 per hour
DEPARTMENT: Parks, Recreation and Culture

NATURE OF POSITION:

This is work at a recreation facility and involves the performance of a variety of tasks to control the movement and behaviour of patrons during, prior to and after sessions with a view to ensuring the safety of the public and promoting enjoyment. An incumbent of this class provides minor first aid treatment in case of accidents, assists in clean-up of the facility following sessions and reports accidents to a superior. An incumbent of this class also takes cash, issues tickets for equipment rentals and public admission, provides general information to the public, and performs some routine sports' equipment maintenance. Some judgement is exercised in deciding how to enforce the standard rules of conduct in the facility, while the supervisor reviews the work in terms of continued smooth operation of sports sessions.

REQUIREMENTS:

- Working knowledge of safe skating and/or curling practices, weight room etiquette, crowd control techniques and the rules of conduct of the centre.
- Working knowledge of basic first aid and emergency procedures to follow in case of injuries.
- Some knowledge of ice skating and/or curling techniques.
- Some knowledge of the operations of a recreation facility as they relate to duties performed.
- Ability to deal tactfully and effectively with arena patrons to enforce standard rules of conduct, treat minor injuries, and make arrangements for treatment of more serious injuries.
- Ability to take cash for admissions and equipment rentals.
- Ability to provide general information to the public.
- Ability to perform basic sports equipment maintenance and repair duties.
- Ability to skate for extended periods of time.
- First Aid Certificate.

DESIRABLE TRAINING AND EXPERIENCE:

- Related experience in dealing with the public.

ADDITIONAL INFORMATION:

Candidates must be able to work evenings and weekends.

CONDITIONS OF EMPLOYMENT:

- PARTICIPATION IN THE MUNICIPAL PENSION PLAN
- UNION MEMBERSHIP IN C.U.P.E. LOCAL 386
- GROUP LIFE INSURANCE
- OBTAIN AND MAINTAIN A POLICE INFORMATION CHECK

PLEASE APPLY ONLINE AT:

www.coquitlam.ca/jobs

*We thank all applicants for their interest; however,
only those selected for further consideration will be contacted.*