



The Recreation and Community Services Department at the Town of Woodstock, NB [www.woodstocknb.ca](http://www.woodstocknb.ca) is hiring a **MAINTENANCE SUPERVISOR**, based out of the Ayr Motor Centre multiplex. This is the ideal opportunity for a motivated, proactive leader looking to coach and develop the team dedicated to maintaining this facility and the variety of other recreational assets within our community. The Maintenance Supervisor will be responsible to supervise and support the maintenance team (Maintenance Lead, Level 1, Level 2 staff and students) to ensure our facilities are cleaned, maintained and equipment and systems are in optimal working condition. He/she will focus on making sure that staff are trained to competence to meet customer service level expectations, operational standards and safety requirements. The successful candidate will have the demonstrated ability to thrive in a dynamic, public facing, unionized work environment.

### **EDUCATION AND EXPERIENCE**

- Minimum of 3-5 years' experience in a supervisory role, ideally within a municipal setting at a multiplex recreational facility with outdoor amenities and facilities (i.e. pool, arena, field house, outdoor sports fields, parks, splash pad)
- Continuing education training and/or professional development certification in supervision, leadership, team building, conflict resolution
- A post secondary education preferable in a relevant field of study or skilled trade

### **SKILLS AND QUALIFICATIONS**

- Knowledge of general building/facility operations, repairs and maintenance; relevant operator training is a definite asset (such as - Turf Management, Pool Operator and/or Arena Training)
- Computer skills with a proficiency in Microsoft Office 365
- Effective and well-developed communication, interpersonal, conflict resolution and problem-solving skills
- Acceptable driver's abstract and claims history for insurance requirements
- Clean criminal background check
- Ability to promote a safety-first culture with a solid understanding of health and safety regulations and practices

The Maintenance Supervisor will be expected to support on-call staff during nights and weekends in the event of an escalated alarm call for critical building and equipment monitors or control systems.

The Town of Woodstock offers a competitive total compensation package including - pension, extended health care, dental care, vision care, disability insurance, Employee & Family Assistance Program, life insurance and a wellness pass to our onsite fitness facility, public skating, lap and public swimming.

Interested applicants must submit a resume with cover email to [hr@woodstocknb.ca](mailto:hr@woodstocknb.ca) by **November 14, 2024**. Only candidates selected for further consideration will be contacted directly.