

EMPLOYMENT OPPORTUNITY

Building Services Worker

Permanent Full-Time | External

Arena Services

Competition No.: 2025-1094



www.rdn.bc.ca



rdncareers@rdn.bc.ca

SKILLS & ABILITIES

- OFA Level 1 or equivalent first aid certificate.
- Knowledge of WHMIS regulations and procedures.
- Good communication and customer service skills with the ability to deal effectively with the public and children.

APPLICATION DETAILS

To apply for this position, send your cover letter and resume to rdncareers@rdn.bc.ca, clearly highlighting your education, experience, and qualifications relevant to the role. **Please quote 2025-1094 in the subject line of your email to ensure proper processing.**

***Applications will be accepted until:
4:00 pm, on July 18, 2025.***

Date Posted: July 4, 2025.

*A Criminal Record Check including a
Vulnerable Sector Check is a condition of
employment with the Regional District of
Nanaimo.*



ABOUT THE ROLE

The Regional District of Nanaimo is seeking a permanent full-time Building Services Worker with Arena Services, based at Oceanside Place in Parksville.

The Building Services Worker contributes to the effective operation of the Recreation Services Division through the maintenance, cleaning, and preparation of the facility and equipment at Oceanside Place. This position supports the Recreation Services Division by assisting team members in their duties, as required, to meet service expectations, departmental goals, and objectives.

QUALIFICATIONS

Qualifications include a high school diploma, Building Services Worker Certificate, current Class 5 Driver's License and one (1) to two (2) years of prior job-related experience or an equivalent combination of training and experience.

POSITION DETAILS

This is a permanent full-time (40 hours per week) Union position. The (2024) rate of pay is \$31.26 to \$32.90. The position offers an attractive benefits package as provided within the collective agreement between the Regional District of Nanaimo and the Canadian Union of Public Employees, Local 401.

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

Building Services Worker

Recreation and Parks Services

Pay Band 5

Job Summary

The Building Services Worker contributes to the effective operation of the Recreation Services Division through the maintenance, cleaning, and preparation of the facility and equipment at Oceanside Place, Aquatics and recreation facilities as required. This position supports the Recreation Services Division by assisting team members in their duties, as required, to meet service expectations, departmental goals, and objectives.

Primary Duties and Responsibilities

- Reviews, adheres to, and supports the adherence to safe work procedures in the workplace and generally promotes a safe work environment.
- Assists in routine and preventative maintenance of the facilities and equipment.
- Responsible for monitoring and assisting during programs, facility activities and special events.
- Assists department staff and user groups in facility set-up and take down for activities.
- Responsible for worker representation for health and safety reports, inspections and attend meetings.
- Performs minor construction, renovation, and custodial tasks as directed.
- Assists with the cleaning and maintenance of all areas of the facilities including exterior, grounds, and signage.
- Operates the ice resurfer including inspection and maintenance of a quality ice surface when directed.
- Performs facility operating tasks in accordance with safe working procedures.
- Performs other related duties, as required.

Job Qualifications

Education & Experience

- High school diploma.
- Building Services Worker certificate.
- 1 - 2 years prior job-related experience.
- Current Class 5 Driver's License.
- An equivalent combination of training and experience may be considered.

Skills & Abilities

- OFA Level 1 or equivalent first aid certificate
- Knowledge of WHMIS regulations and procedures.
- Knowledge of safe work procedures.
- Good communication and customer service skills with the ability to deal effectively with the public and children.
- Ability to work independently and as a member of a team.

Reporting Relationship

Reports to Superintendent of Arena Services/Superintendent of Recreation Services