



Riverdale Community Centre Operator – Full Time Term Employment

Riverdale Municipality invites applications for the position of a Riverdale Community Centre Operator.

The position is full-time term until April 15, 2027 with the opportunity for continued employment beyond the end of the term.

Reports To

Manager of Community Services

Summary

The Riverdale Community Centre is seeking a versatile, self-motivated individual for a term, full-time Operator position. This role is essential to maintaining daily facility operations, ensuring a clean, safe, and welcoming environment for all community members and guests. The successful candidate can expect compensation in accordance with the Collective Agreement.

Job Duties

- Responsible for ensuring a high standard of maintenance for all recreation facilities;
- Responsible for general maintenance, cleanup duties and safety checks associated with various municipality owned and/or operated recreation facilities, parks and lands;
- Assists with setup, tear-down and the operation of special events and functions within the Riverdale Community Centre (RCC);
- Enforces rules and regulations of all recreational facilities in order to maintain discipline and ensure safety, in accordance with the direction and standards set forth by the Manager of Community Services;
- Manages the RCC refrigeration system and monitors the facilities' operational systems;
- Prepare, maintain, and perform skating ice resurfacing and maintenance, including ice making, flooding and Zamboni operation
- Performs assigned facility maintenance including janitorial and minor repairs;
- Ensures buildings and facilities are vacant and secure at end of day;
- Identifies hazards and performs corrective measures, and/or report hazards to supervisor;
- Maintains records and information as required;
- Performs other related duties as assigned or required.

Workplace

- Applicant must be able to work independently, and in a team environment;
- Busy work environment in a public setting;
- Ability to work in variety of weather conditions;
- Required to operate Zamboni, and various hand tools.

Requirements

- High school diploma;
- Ability to work evenings and weekends;
- Demonstrated proficiency in English, both written and verbal;
- A practical knowledge of the operation, care and maintenance of hand tools and small equipment, of safe work practices under Workplace Health and Safety and of basic mechanics is desirable.
- Level 1 Refrigeration Operator for Recreation Facilities considered an asset;
- Enrollment or willingness to enroll in Arena Ice Installation workshop;
- Enrollment or willingness to enroll in Arena Ice Maintenance workshop;
- Previous related experience in ice making, janitorial and facilities maintenance considered an asset;
- Must have a valid Manitoba driver's license Class 5, provide a Criminal Records Check and Child Abuse Registry Check.

To Apply

Applications marked "RCC Operator", containing a full resume, including qualifications and three references can be dropped off at the Riverdale Community Centre or emailed to the Manager of Community Services.

Dated this 23rd day of September 2026.

The position will remain open until a suitable applicant has been found. Resumes will be reviewed beginning **October 2, 2026**.

To submit your resume:

Attention: Jared Mckenzie, Manager of Community Services

Mail: PO Box 764 Rivers, MB R0K 1X0

In Person: 101 Main Street, Rivers, MB R0K 1X0

Email: recreation@riverdalemb.ca