District of Taylor
Employment Opportunity

Facility Maintenance Technician
(Full-Time Position)

Reporting to the Manager, Parks and Facilities, the Facility Maintenance Technician position works at the District Ice Centre performing ice plant supervision, as well as facility maintenance, and seasonal grounds keeping services across various locations within the District of Taylor. The position is responsible for the execution and supervision of ice and ice plant maintenance and monitoring, janitorial tasks, lawn and grounds care and other related miscellaneous duties.

*The applicant should have:

- Grade 12 Diploma or equivalent
- Class 5 BC Driver's License
- Clear Driving Abstract and Criminal Record check
- Refrigeration Safety Awareness Certification or higher
- Pool Operator Level 1 Certificate or higher
- Occupational First Aid Level 1 Certificate
- Playspace Safety Certificate
- 1 year of experience in Facility Maintenance, particularly ice plants would be an asset

*Other combinations of education and experience will be considered

Due to the nature of the service offerings (ice rink, pool maintenance, etc.), and reflective of recreation programs and/or services, this position is required to work various shifts including evening, weekends, and some Statutory Holidays. On call rotational coverage is also requirement to deal with off-hour emergencies. For the complete job description and more information about Taylor, BC, please visit www.districtoftaylor.com.

The position is full-time at 40 hours per week. The compensation range is $25.29 - $36.15 per hour, which will be determined based on a combination of the successful applicant's education and experience and will also be supplemented with an exceptional benefit package.

With your resume, please provide your references, current driver's abstract, copies of all certificates, and a cover letter that articulates how you meet the qualifications provided in the job description. Submissions will be received until 2:00pm November 13, 2026.

Please ensure that your submission clearly identifies the position being applied for and address your application to:

District of Taylor
Attn: Mike Whalley, Manager, Parks and Facilities
Box 300
Taylor, BC V0C 2K0

Email: mwhalley@districtoftaylor.com

Fax: (250) 789-3543

While the District appreciates all applicants, only those short-listed will be contacted.

DISTRICT OF TAYLOR

Facility Maintenance Technician I

Job Description

Title: Facility Maintenance Technician I

Date: October 26, 2026

Department: Parks and Facilities

Job Category: Trades/Technical

Reports To: Manager, Parks and Facilities

Position Number:

Interacts With: Parks and Facilities staff, Community Services staff Public Works Staff, and public

Grade Assignment: 6

General Summary:

This position performs facility maintenance and seasonal grounds keeping services across various locations within the District of Taylor. The position is responsible for supporting the Facilities Maintenance team in the execution of maintenance and janitorial tasks, lawn and grounds care and other related miscellaneous duties.

Primary Duties and Responsibilities:

General

- Presents and maintain a professional, positive and tactful attitude when dealing with internal and external stakeholders. Supports and champions the activities of a respectful workplace
- Understands, complies and reinforces the District of Taylor policies, programs and guidelines applicable to the department
- Provides excellent services to the community, ensuring professional, friendly, and efficient interactions with community members
- Actively engaged in appropriate, accurate, timely, and transparent communication flow with stakeholders (both internally and externally) to ensure accurate information is shared on an ongoing basis

Health and Safety

- Awareness of and dedication to working safely according to applicable standards, policies and procedures
- Responsible for the proper maintenance and safety of tools and equipment by cleaning and checking tools and equipment after use and reporting major defects

Facilities Maintenance

- Maintains the cleanliness of District facilities assigned (including, but not limited to, janitorial duties, garbage collection, and other non-routine activities)
- Performs minor repairs to the buildings and equipment (including but limited to, plumbing, carpentry, electrical and painting)
- Assists with the installation of the ice and ongoing maintenance of the ice surface

- Assists with the maintenance of the pool filtration and chemistry systems
- Maintains the logbooks as required
- Ensures emergency procedures and protocols are known, understood, and properly activated when required
- Complies with the recreational departments safety programs to ensure that WCB and other legislative requirements are met
- Operates and maintains summer grass cutting equipment
- Monitors Refrigeration Plant and alerts management of any repairs or maintenance that is required

Requirements and Qualifications:

Education and Experience:

- Grade 12 diploma or equivalent
- Level 1 First Aid Certificate
- Refrigeration Safety Awareness Certificate
- Pool Operator Level 1 Certificate

Knowledge, Skills, and Abilities:

- Capable of performing minor maintenance and repairs on heavy and light equipment used as part of daily operations
- Working knowledge of Technical Safety BC, BCRPA, WorkSafeBC requirements and other safety standards related to Parks and Facilities activities
- Ability to exercise sound judgement in the interpretation and applications of applicable regulations, policies, and procedures
- Well developed verbal and written communication skills
- Excellent knowledge of the programs offered by the Community Services Department programs and can answer general inquiries as needed
- Self-motivated, ability to work with limited supervision and direction
- Well developed interpersonal and conflict resolution skills with the ability to de-escalate conflict situations as they arise
- Good organizational and prioritizing skills
- Proficient computer skills with experience in MS Office products (Word, Excel)
- Previous janitorial experience
- Working knowledge of safe use in mixing and application of chemicals and other commercial cleaning products and supplies
- Understanding of WHMIS principles
- Strong attention to detail

Other Requirements:

- Completion of a Criminal Record Check
- Valid BC Driver's License
- Legally entitled to work in Canada

Working Conditions (environmental conditions, physical demands, travel, etc.):

- Due to the nature of the service offerings (ice rink, pool maintenance, etc.) and reflective of recreation programs and/or services, the schedule requires working various shifts including evening, weekends, and some Statutory Holidays.

- Acts in an "on-call" capacity on a rotational basis with other maintenance workers to deal with emergencies during off hours
- Performs physical labour and must have sufficient physical strength, stamina and coordination to permit the performance of medium to heavy manual indoor and outdoor work in all weather conditions

Disclaimer:
Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Related duties, responsibilities and activities may be assigned at any time with or without notice.

Approval:

Name/Title	Signature	Date
Ryan Galay / Chief Administrative Officer		Oct. 28, 2026
Mike Farquharson / Director of Community Services		Oct 29, 2026