



Requires Part-Time Facility Operator (Building Maintainer Operator)

The Town of Goderich is currently accepting applications for a part-time Facilities Operator (Building Maintainer Operator). This position performs effective and efficient day-to-day maintenance and repair of municipal facilities and properties including maintaining operational records, working with contractors, and performing all other functions associated with building maintenance.

Under the direction of the Facilities Services Manager, the successful applicant will perform the following duties and responsibilities:

- Performs maintenance operations of facilities including interior/exterior maintenance, painting, cleaning, equipment/machine repair, carpentry, plumbing, electrical, elevator service, HVAC equipment work and repairs to facilities and equipment, ensuring compliance with standards and government regulations.
- Operates equipment and machinery including inspection and maintenance of the aerial boom, scissor lift, snowblowers, hand tools and power tools.
- Assists the Facilities Services Manager with emergency lighting, fire alarms, smoke detectors, fire extinguishers, and security systems in all municipal buildings to ensure compliance with regulations.
- Performs daily/weekly safety inspections of building and equipment and maintains records in accordance with Health and Safety Regulations, and Municipal Policies
- Performs snow and ice removal from all entrance and fire exits and shovels and applies ice management products as required on walkways.
- Performs set-up and take downs for training, meetings, or events.
- Assists with office furniture moves and set-ups.
- Uses equipment, tools, and equipment properly and safely, and maintains them in clean condition. Reports any defects and deficiencies immediately.
- Recognizes safety hazards and the importance of a safe environment for the public.
- Maintains storage rooms in a clean and safe manner.
- Reports damage to Facilities Services Manager.
- Assists other departments in general labour work when required.
- Adheres to Town and Departmental policies, procedures, and programs. Contributes to completion of department goals and objectives.
- Assists in the maintenance of a positive team environment by working cooperatively with other staff, using the appropriate processes for handling problems, helping to motivate and encourage peers, contributing ideas, and assisting others where necessary.
- Performs the duties and responsibilities of Facility Operator 1 (Custodial Operator).
- Perform other related duties as assigned.

The ideal candidate will possess the following qualifications:

- Successfully completed Grade 12
- Minimum one (1) year experience building maintenance experience.
- Good knowledge of facilities maintenance and technical systems such as HVAC, refrigeration, mechanical systems, building maintenance, and preventative maintenance systems
- Good organizational and time management skills with an ability to complete a high volume of work with accuracy and within prescribed deadlines in a fast-paced environment with flexibility to changing priorities
- Ability to multi-task in a busy/high-paced work environment and will be exposed to environmental noise
- Ability to effectively work in a team environment
- Ability to work effectively and safely in a variety of environmental conditions
- Ability to perform physical work (lifting (up to 50 lbs.), sitting, walking, standing, bending, pushing, pulling, reaching, carrying)
- Working at Heights Training or willingness to obtain
- Valid First Aid/CPR
- Valid Ontario "G" Driver's Licence
- Clean Driver's Abstract
- Police Background Check

The hourly rate of pay is \$25.21-\$30.02 per hour (2026 Rate). This position requires flexibility to work day, evening, and weekend shifts, with weekly hours that may vary to align with the department's operational needs. The Town of Goderich offers optional enrollment in the OMERS Pension Plan and fosters a supportive team environment that encourages personal growth and success. This position is being advertised for an existing vacancy within the Town of Goderich.

Qualified candidates are invited to email their letter of application and resume (one PDF document) to HR@goderich.ca, by 4 PM, Friday, April 10, 2026.

Town of Goderich – Human Resources
57 West Street
GODERICH, Ontario
N7A 2K5

Only those individuals selected for an interview will be contacted. Information is collected solely for the purpose of job selection under the provisions of the Municipal Freedom of Information and Protection of Privacy Act. The Town of Goderich is an equal opportunity employer.

The Town of Goderich is committed to fostering a positive and progressive workforce that is representative of the citizens we serve. We will provide equitable treatment and accommodation to ensure barrier-free employment.

In accordance with the Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act and the Town of Goderich's Integrated Accessibility Standard, a request for accommodation will be accepted as part of the Town's hiring process.

To avoid any delays in the recruitment process, if you require accommodation to apply or if selected to participate in an assessment process, we will work with you to meet your needs.