



**Position: Operator - Recreation / Parks**

---

Department Head: Director of Community Services  
Immediate Supervisor: Parks Manager  
Facilities Manager

**Position Duties:**

- Complete assigned tasks in community service functions including recreation, parks and cemetery in a competent, efficient and safe manner.
- Basic operation of gravel trucks, tractors, sanders, mowers, aerial equipment, ice resurfacers, skid steers, backhoes and any other equipment used for operational purposes.
- Assist with ice making and ice maintenance duties
- Daily maintenance of equipment as specified in the respective procedure manuals
- Perform a range of physical tasks including but not limited to general janitorial maintenance, snow shoveling, ice chipping, pruning trees/shrubs, flower bed maintenance, etc.
- Attend position related seminars/courses as directed by the Supervisor.
- Actively participate in Formal Workplace Inspections in area of responsibility
- Review pertinent Hazard Identification, Assessment and Control worksheets on an annual basis as required by the Municipal Health and Safety Program
- Follow all Safe Work Practices and Procedures
- Immediately report any unsafe conditions, potential work hazards or incidents to Supervisor
- Perform other duties as directed by the Supervisor.

**Position Requirements:**

- Grade Twelve Diploma or equivalent.
- Hold a valid Alberta Class 5 Driver's License.
- Demonstrate the ability to operate and maintain equipment in a safe and responsible manner.
- Have physical strength, agility and coordination sufficient to perform job tasks.
- Must work within the guidelines of the Town of Edson Health and Safety Program
- Perform work under limited supervision.

**Level Requirements:**

**Level I**

- As per position requirements.

**Level II**

- One year of position service with the Town of Edson or two years of related experience.
- Have a current, valid Standard First Aid Certificate with CPR, Level C.
- Successful completion of Arena Operator I course.

**Level III**

- Two years of position service with the Town of Edson or four years of related experience.



**Position: Operator - Recreation / Parks**

---

Level IV

- Three years of position service with the Town of Edson or six years of related experience.
- Successful completion of Arena Operator II course.

NOTE: Equivalencies and related experience shall be determined by Management.