



PICKERING SOCCER CLUB
1975 Clements Road
Pickering Ontario L1W 4C2
Tele: 905.831.9803 Website: www.pickeringssoccer.ca

The Pickering Soccer Club is a volunteer directed and driven, professionally managed soccer club, providing high-quality soccer programs year-round to almost 4500+ children, youth and adult athletes in the City of Pickering. Operating in the Durham Region since 1984, the Club delivers developmentally appropriate recreational and competitive soccer programs utilizing the skills and commitment of hundreds of volunteers supported by a dedicated professional staff. The club operates an indoor soccer facility, outdoor turf field and forty five grass playing fields. We are an equal opportunity employer.

POSITION: Maintenance Staff (4)

STATUS: Part Time or Seasonal

Part time and seasonal maintenance staff positions are paid an hourly rate depending on qualifications and experience. Reports to on-duty Supervisory staff.

Working Environment:

The role of Facility Maintenance staff is to be responsible for the physical condition and upkeep of the Pickering Soccer Centre (both interior, and exterior), as well as to service our clientele to ensure that we achieve and maintain maximum use of the facility. This job requires you to have the flexibility to work daytime, evenings, and weekends. Maintenance staff are responsible for the physical condition of all Pickering Soccer Club facilities, working diligently to make sure our facilities are neat, clean, free from clutter, in good repair and safe for staff and user groups.

Regular daily duties include: security, health and safety, building maintenance that includes minor repairs, picking up trash, emptying garbage and recycling containers, sweeping, mopping, vacuuming, using industrial cleaning equipment to clean floors, cleaning and stocking bathrooms, cleaning windows, and exterior property maintenance and repairs.

In winter duties include clearing snow and ice from exits and walkways and dispersing ice melter as required. In summer duties include keeping lawns and sidewalks clean, mowing grass, tending to ornamental gardens, raking leaves and may include grass field marking duties.

- **Interpersonal Skills:** with great initiative and energy you will be working with a team of other administrative and facility staff assisting and preparing for our user groups renting space in our facilities. Being friendly and pleasant will help you in your job.
- **Mechanical Skills:** Maintenance staff need to review and understand chemical cleaner's MSDS information and learn and understand how to work industrial equipment like Turf groomers, industrial floor washers, and fix small building problems, like leaky faucets or faulty light switches.
- **Strength and Stamina:** You will need to lift heavy objects and spend most of your time on your feet.

Qualifications and Skills:

- Strong knowledge of janitorial duties and responsibilities
- Understanding of general building maintenance
- Strong interpersonal skills with a customer service focus with the ability to work well with colleagues



PICKERING SOCCER CLUB
1975 Clements Road
Pickering Ontario L1W 4C2
Tele: 905.831.9803 Website: www.pickeringsoccer.ca

- Self-starter able to work independently with great initiative and energy. Proven excellence in work habits and ability to work with minimal supervision
- Ability to work flexible hours, evenings and weekends
- Hold a valid driver's license
- Hold a valid First Aid certificate
- Post-Secondary School Graduates or College or University students currently enrolled in business administration, sports management or related field, an asset
- Candidate must have excellent verbal and written communication skills
- Candidate must be bondable and submit to a police check
- Proficient in MS Office programs including but not limited to MS Word, Excel; PowerPoint an asset
- Experience and knowledge of soccer would be preferable
- References required

Note: This job description indicates the general nature and level of work expected of the candidate. It is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities required of the candidate. The successful candidate may be asked to perform other duties which may be assigned from time to time.

Application Deadline: midnight September 6, 2019 - Start Date: TBD

Submit your cover letter indicating salary expectations, resume and references in confidence to:

Attention: J. Roccasalva
Pickering Soccer Club
1975 Clements Road
Pickering, Ontario L1W 4C2

By email to: pscjr@pickeringsoccer.ca

By fax to: (905) 239-0067

We thank all applicants for their interest, but only those applicants who will be selected for an interview will be contacted.