

## Job Posting

**Position Title:** Operations Worker 1  
**Department:** Operations  
**Status:** Full-time, hourly  
**Reports to:** Associate Director, Facility Operations  
**Location:** Langley Events Centre

### Organization Overview:

Ten Feet Sports and Entertainment Ltd. (TFSE) manages and operates Langley Events Centre (LEC), a prominent home of participation and spectator opportunities in sports, entertainment, and events in B.C. We are dedicated to recruiting, hiring, and developing individuals with the skills, experience, and passion to contribute to the continued success and growth of our organization in one of the most unique and exciting employment environments available.

### LEC Overview:

Located within the Township of Langley's developing Arts, Sports, and Entertainment District, LEC features an arena bowl (5,276 seats for hockey), banquet hall, triple gymnasium (2,000 seats), double gymnasium (1,000 seats), fieldhouse, meeting rooms, dedicated gymnastics facility, retail, sport medicine, and sport organization offices, all next to the adjoining Willoughby Community Park. This unique multi-purpose and simultaneous event facility proudly hosts International, National, Provincial, Regional, and local community championships and events. Inspired by World Class facilities throughout North America, the LEC strives to provide a first-class experience for amateur and professional participants and spectators alike.

### Position Overview:

Reporting to the Associate Director, Facility Operations, the Operations Worker 1 will ensure the facility is being used in a safe manner, complete routine maintenance, and operate refrigeration and ice making equipment.

### Primary Duties and Responsibilities:

- Operate ice making equipment in a safe manner
- Deal tactfully and courteously with the public when responding to inquiries
- Keep accurate records, including but not limited to: daily log of activities, equipment usage reports, and material usage reports
- Perform janitorial duties and routine building maintenance
- Establish and maintain communication with community groups, program partners, and other user groups to assess their needs
- Collaborate with staff to review and evaluate the effectiveness of maintenance routines
- Respond to building issues in order to maintain a safe environment for staff and users
- Perform regular checks to ensure that the facility is compliant with Technical Safety BC
- Other duties as assigned

### Skills and Abilities:

- Ability to work in a fast-paced environment and prioritize a number of tasks
- Knowledge of all aspects of ice making and building maintenance equipment
- Strong understanding of the requirements that are essential to hosting successful local, provincial, national and international events
- Excellent customer service skills



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- Strong understanding of proper use of materials and equipment related to custodial duties
- Knowledge in operating and maintaining DDC systems for HVAC and Refrigeration
- Strong consensus building and conflict resolution skills
- Ability to work independently with minimal supervision
- Physically able to carry out the duties of the position
- Moderate skill level with Microsoft Office Suite
- Fully proficient in spoken and written English with a second language considered an asset

**Qualifications:**

- Willingness to complete a Police Information Check required
- Valid First Aid Level 1, CPR, and AED Certification, or equivalent will be required to be maintained during employment
- Valid Ice Facility Operator certificate, or equivalent required
- Completion of high school education, or equivalent an asset
- Minimum 1 year of related experience

**HOW TO APPLY:**

Interested individuals are asked to submit via email: [careers@tfse.ca](mailto:careers@tfse.ca):

- A) A brief cover letter;
- B) A resume detailing your skills and experience; and
- C) Any additional information outlining your specific interests and abilities that attracts you to this specific opportunity with TFSE and LEC.

This position will remain open until filled. We thank all applicants for their interest, however only those selected for an interview process will be contacted.