

City of Miramichi

MANAGER OF RECREATION OPERATIONS

The City of Miramichi is currently seeking applications for the position of Manager of Recreation Operations.

This is a management position reporting to the Director of Community Wellness and Recreation responsible for the management and supervision of operations, facilities and infrastructure projects related to all recreation facilities. This position is accountable for implementing and achieving the strategic objectives set out by the Department, as well as, ensuring adherence to Municipal policies and practices.

MINIMUM QUALIFICATIONS:

- Post secondary degree or diploma in facility management, recreation management, business management or an equivalent combination of education and experience.
- Minimum of 3 years progressive experience in management and supervision of staff, preferably in a municipal or unionized environment.
- Knowledge and understanding of the operation of recreation facilities (e.g. rinks, pools...)
- Knowledge of various building operation systems (e.g. HVAC, refrigeration, electrical, etc.)
- Experience providing exceptional customer service
- Demonstrated ability to establish and maintain effective working relationships with individuals at all level of the organization and external contacts.
- Excellent oral and written communication skills. This includes the ability to understand and deliver written and verbal instructions.
- Proficient in using Microsoft Office Suite

Salary: commensurate with education and experience

For more information on this position we invite you to visit our website at www.miramichi.org.

To apply please submit a resume to humanresources@miramichi.org or by mail to the following address by **4:00 p.m., Wednesday, February 6, 2019:**

Human Resources Department

City of Miramichi
141 Henry Street
Miramichi, NB
E1V 2N5