



centre street church
christ at the centre
cchurch.ca

FACILITIES OPERATOR

**Full-time, Permanent
40 Hours per Week**

Hello! We are Centre Street Church, committed to making an impact on people's lives, our communities and in the world. How do we do that? By leading people to Jesus and helping them become fully devoted followers of Christ. That's the driving purpose behind everything we do.

Though we are a large church, at our core we are a network of small communities. These small communities function as extended families that support and challenge one another through discipleship. All of these communities networked together make us united as one large church that gathers weekly for worship over 9 services across 5 campuses.

We are looking for a **Facilities Operator** to join us on this exciting journey God has us on.

If you have a heart for using your skills and abilities to make a difference in people lives, and are excited about how your experience can help us accomplish our mission of introducing people to Jesus and helping them become fully devoted followers of him, we would love to talk to you.

We are looking for someone who has:

1. A reputation for being a Fully Devoted follower of Christ who models a passion for God, a love for people, and a willingness to serve others.
2. Significant experience (4 years minimum) in the fields of commercial or public building maintenance and renovation, along with purchasing and control methods.
3. Experience in discovering, developing and deploying volunteers.
4. Experience with care taking of grounds and custodial requirements.
5. Understanding of multiple facility maintenance and support processes, including HVAC, electrical, plumbing, facility systems and controls, safety and alarm systems, engagement of contractors, and WHMIS standards and procedures pertaining to the training and handling of cleaning chemicals.
6. Understanding and experience developing preventative maintenance programs, budgeting, scheduling, planning, and basic contracts and RFP's/RFQ's.
7. Proficiency with Microsoft Office, cost estimation, trades training, software based work order systems and OH&S matters.
8. The ability to perform job safety analysis and write risk mitigation procedures.
9. Excellent verbal and written communication skills, including problem resolution skills.
10. A Class 5 Driver's License, driver's abstract in excellent condition, and own vehicle for transportation to various CSC campuses.
11. The ability to lift, carry, climb ladders, work at heights, ascend and descend stairs, work outside in all temperatures and be on-call for emergency situations.



12. An attitude of excellence demonstrated by a willingness to serve and who sees their work as a ministry to God and His people.

If this sounds like you, read on!

The Facilities Operator will:

1. Discover, Develop and Deploy volunteers to compliment the staff workforce.
2. Fulfill maintenance, repair and job planning duties for the organization at multiple CSC campuses, involving buildings, grounds and custodial functions.
3. Track activity and costs, develop budgets and plans, and allocate resources for successful execution.
4. Adhere to all legislative and organization requirements to create a safe and clean space for staff and the attending public.
5. Participate in safety, spiritual and job function training, and train other staff in safe practices.
6. Be a point of contact with ministry teams, skilled trades and vendors.
7. The work schedule will vary, including daytime, evenings and weekend work, as well as on call duty.
8. Fulfill other duties as requested by the Facilities Manager.
9. Actively participate in staff meetings, retreats, organizational development days, all-team days, membership meetings and special events designated by Senior Leadership as required

- ***If this sounds like you, we want to hear from you!*** Please apply by completing our **application** by clicking on this link [**CSC Employment Application**](#) and sending it along with your **resume** and **cover letter** to [**careers@cchurch.ca**](mailto:careers@cchurch.ca)