

The University of Saskatchewan is developing a new twin pad ice arena that includes a 3,700 seat spectator arena, a double gymnasium, a community arena, varsity team dressing rooms multi-purpose space and concession. Slated to open in fall of 2018, the facility will be the focal point of the University and the community for many years to come.

To ensure the success of the Facility, NRI, the building operator, is looking for a motivated team member with proven operational and maintenance experience, preferably in a recreation facility environment to serve as Operations Manager. This individual will be experienced in communication with multiple stakeholders, enthusiastic and able to represent NRI with professionalism and a community-minded focus.

Job Title:	Operations Manager
Location:	University of Saskatchewan Merlis Belsher Place
Minimum Experience:	Saskatchewan Refrigeration Plant Operator, 2nd Class Certificate or 4th Class Power Engineer Certificate; Completion of Arena Certification Level 1 & 2 or equivalent; 5 years' experience in ice maintenance and 5 -7 years in a supervisory position; First Aid, CPR, AED, criminal record check
Minimum Education:	Degree in Recreation or related field, or equivalent education and experience
Deadline to Apply:	15 January 2018

The **Operations Manager** is responsible for:

- Supervise the facility operators using NRI "Best Practices" methodology for arena operations which includes;
 - Oversee all aspects of building operations including arena and gymnasium operations and maintenance, HVAC, lighting, etc. This would include but not limited to capital improvements, refrigeration maintenance and servicing, and health & safety,
 - Implement & maintain a comprehensive facility maintenance program,
 - Implement & maintain a comprehensive facility risk management program.
- Hire and supervise full time & part time staff,
- Develop and manage a comprehensive recruitment and mentorship training program for all arena operations,
- Oversee the refrigeration system and its efficient operation. Develop a good understanding of the implemented system,
- Develop and manage departmental financial and budgeting
- Implement policy & procedure manual specific to relevant staff,
- Ensure all programs are in compliance with local regulatory requirements including WHMIS and Occupational Health & Safety,
- Oversee building maintenance contracts,
- Responsible for negotiating various supplier agreements,
- Oversee general event operations and work non-traditional hours to meet the goals and objectives of building operations.

Forward resumes to: gganong@nustadia.com

Salary: A competitive salary and compensation package will be negotiated with the successful candidate. Only those applicants who are to be interview will be contacted.