

Maintenance Worker: Part-time/Full-time (25-37.5 hours/week)

The Livingston Homeowners Association (LHOA), is a non-profit organization, which is professionally managed and maintained to ensure Livingston community features, amenities and The Hub facility will continue to be both esthetically pleasing and conveniently available for the long-term use of its residents.

Position Summary: We are seeking a reliable and hardworking Part-Time Maintenance Worker to support the day-to-day upkeep of the LHOA facilities. This role includes landscaping, rink and building maintenance, snow removal, and ensuring the overall safety and presentation of our shared community spaces.

Reports to: Facilities & Amenities Manager and Foreman

Responsibilities:

- Perform general landscaping duties such as lawn mowing, trimming, weeding, and seasonal planting
- Maintain the building interior and exterior, including minor repairs, painting, and janitorial tasks
- Carry out rink maintenance, including surface upkeep, flooding, and equipment checks
- Operate vehicles and equipment necessary to perform grounds maintenance and landscaping duties
- Maintain winter landscaping: snow removal, ice removal, Christmas light installation & removal
- Regularly inspect community amenities for safety hazards and address concerns promptly
- Assist with setup and takedown for community programs and events, as needed
- Other duties as required

Qualifications:

- Previous experience in landscaping, parks, and building maintenance are an asset
- Previous experience in ice maintenance and Zamboni operations is an asset
- **Comfortable using power tools and maintenance equipment**
- Must be able to lift up to 60 lbs and perform physically demanding tasks
- Valid Alberta Driver's License
- Strong problem solving and conflict resolution skills
- Ability to work independently and unsupervised as well as with a team
- Excellent organizational and time management skills
- Must enjoy working in a fast paced, challenging and changing work environment
- Current Standard First Aid with CPR Certificate
- Successful completion of a criminal record check

Why Join Us?

- Flexible hours
- Collaborative, supportive team environment
- Meaningful work that strengthens community connections
- Opportunity to showcase creativity and make a difference in a growing neighborhood

Compensation:

Compensation to commensurate with experience; starting at \$17/hour (25-37.5) hours per week, with some evenings and weekends required.

Interested applicants are invited to forward their cover letter and resume to resumes@livingstonhub.ca. We appreciate all interested parties, only successful applicants will be contacted.