



Part-Time Pool Caretaker Wanted!

Permanent Part-time

Salary: \$27 per hour

The City of Elliot Lake is seeking a Part-Time Pool Caretaker to ensure the safe operation, maintenance, inspection, cleanliness, and regulatory compliance of our aquatic facilities in accordance with Ontario Regulation 565 – Public Pools. The ideal candidate is a detail-oriented individual committed to maintaining a safe, clean, and welcoming environment for patrons and staff.

What You Will Be Doing:

- Inspect aquatic facilities, including pools, decks, hot tubs, mechanical systems, pumps, and filters, to ensure safe operation, cleanliness, and regulatory compliance.
- Maintain pool chemistry and water conditions in compliance with Ontario Regulation 565, including testing, balancing, recording, and adjusting chemical levels.
- Perform routine preventative maintenance and operational upkeep of the lap pool, therapy pool, hot tub, fitness room, and related facility areas.
- Maintain accurate operational, maintenance, water testing, and compliance records to meet legislated requirements.
- Perform custodial and cleaning duties throughout the facility, including pool decks, change rooms, washrooms, common areas, and the fitness room.
- Respond professionally to inquiries from City staff, public health officials, contractors, and members of the public.

What You Bring to the Table:

- High School diploma or equivalent.
- NSPF Certified Pool/Spa Operator (CPO) certification, or willingness to obtain within a specified timeframe.
- Previous experience operating or maintaining aquatic facilities, pools, or mechanical systems is considered an asset.
- Knowledge of Ontario Regulation 565 – Public Pools and applicable health and safety legislation, including WHMIS (or willingness to obtain).
- A valid Ontario Class G Driver's Licence and current First Aid/CPR Level C + AED certification (or a willingness to obtain both).
- Satisfactory physical condition, with the ability to perform heavy physical labour and work independently with minimal supervision.
- Ability to work flexible hours, including mornings, weekends, and holidays, and respond to emergency call-outs as required.



Why Join Us? At the **City of Elliot Lake**, you're not just taking a job—you're becoming part of a team that shapes the culture and community spirit of our city. You'll enjoy a supportive work environment, opportunities to grow, and the satisfaction of making a real impact on public life in Elliot Lake.

CLOSING DATE: August 31st, 2026

Ready to Make a Difference? To apply and view the full job posting please go to our website at <https://www.elliottlake.ca/en/city-hall/jobs.aspx>

In accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, a request for accommodation will be accepted as part of the City of Elliot Lake hiring process. If you require accommodation, please contact Human Resources.

The City of Elliot Lake thanks all applicants. Only those selected for interviews will be contacted.



THE CORPORATION OF THE CITY OF ELLIOT LAKE

JOB DESCRIPTION

JOB TITLE: Part-Time Pool Caretaker	DEPARTMENT: Recreation and Culture
DATE: July 31, 2026	SUPERVISOR: WORKING FOREPERSON – PARKS AND/OR MANAGER OF PARKS AND RECREATION FACILITIES
PRIMARY PURPOSE OF JOB:	The Pool Operator is responsible for the safe operation, maintenance, inspection, cleanliness, and regulatory compliance of aquatic facilities operated by the City of Elliot Lake in accordance with Ontario Regulation 565 – Public Pools. The position ensures that the pools and hot tub, and related mechanical systems are maintained in safe, clean, and efficient operating condition for public use. The Pool Operator also assists with facility upkeep and custodial duties to maintain a clean, safe, and welcoming environment for patrons and staff.

BASIC JOB DUTIES:

1. Inspects aquatic facilities, including pools, decks, hot tubs, mechanical systems, pumps, filters, and related equipment to ensure safe operation, cleanliness, regulatory compliance, and identification of maintenance or repair requirements.
2. Maintains pool chemistry and water conditions in compliance with Ontario Regulation 565 and all applicable health and safety standards, including testing, balancing, recording, and adjusting chemical levels.
3. Performs routine preventative maintenance and operational upkeep of the lap pool, therapy pool, hot tub, fitness room, and related facility areas to maintain safe and lasting operating conditions.
4. Maintains accurate operational, maintenance, water testing, and compliance records to meet legislated requirements and provide an up-to-date reference trail.
5. Performs custodial and cleaning duties throughout the facility, including pool decks, changerooms, washrooms, common areas, fitness room, offices, and other assigned spaces to maintain cleanliness and sanitation standards.
6. Reports operational concerns, equipment deficiencies, maintenance requirements, or safety issues to the Working Foreperson – Parks and/or Manager of Parks and Recreation Facilities.
7. Operates tools, equipment, and vehicles required for aquatic facility maintenance in a safe and responsible manner.
8. Responds to inquiries from staff, public health officials, contractors, City staff, and members of the public in a professional and courteous manner.
9. Identifies and responds to safety concerns and exercises sound judgement in determining appropriate methods for completing assigned tasks.

10. Other related duties as may be assigned.

QUALIFICATIONS (Education, Experience, Knowledge, Skills & Abilities):

- High School Diploma or equivalent.
- NSPF Certified Pool / Spa Operator (CPO) certification, or willingness to obtain within a specified timeframe.
- Previous experience operating or maintaining aquatic facilities, pools, mechanical systems, or related recreation facilities is considered an asset.
- Knowledge of Ontario Regulation 565 – Public Pools and applicable health and safety legislation.
- Experience with facility maintenance, pumps, filtration systems, chemical handling, HVAC systems, or related mechanical equipment is considered an asset.
- Valid Ontario Class “G” Driver’s Licence in good standing.
- Current First Aid and CPR Level C + AED certification, or willingness to obtain.
- WHMIS certification or willingness to obtain.
- Ability to read, interpret, and maintain detailed operational and compliance records.
- Strong organizational, communication, problem-solving, and time management skills.
- Ability to work independently with minimal supervision and demonstrate initiative, responsibility, and sound judgement.
- Ability to interact professionally and courteously with the public, contractors, staff, and regulatory agencies.
- Satisfactory physical condition with the ability to perform duties involving heavy physical labour, lifting, standing, bending, and exposure to pool chemicals and cleaning products.
- Ability to work flexible hours, including mornings, weekends, holidays, and respond to emergency call-outs as required.