

# Facilities Manager Job Description

Reports To: General Manager

Starting Compensation: \$17/hr

## Job Summary

Anyone can climb, so everyone is welcome. Our company is looking for someone who can help support our mission by ensuring our facility is kept in good condition for members and guests. We are a rock climbing facility that has brought the community of Guelph together in a fun and active way since 1994.

The Facilities Manager is responsible for ensuring the Grotto climbing gym stays clean and organized on a daily basis, with support from our front desk staff.

## Daily duties include:

- Review regular cleaning schedule and complete tasks including:
  - dusting
  - sweeping
  - vacuuming
  - sanitizing common surfaces
  - organizing and cleaning weight room
  - organizing and cleaning our party room
  - areas not included in this role include climbing walls and holds
- Reviewing restocking needs for certain cleaning supplies and communicating this to management
- Additional duties related to cleaning and organizing as identified and required

## Requirements for the job

- Experience cleaning and organizing a large facility
- Strong organization skills
- Attention to detail
- Physical ability to work on your feet for the majority of working time
- Good communication skills and ability to work as part of a team

## Assets for the job

- Experience in customer service
- Previous professional cleaning experience
- Knowledge of climbing gym settings

## Benefits of working at the Grotto include

- Free climbing for the duration of your employment;
- One free guest pass per month for anyone;
- 15% off applicable retail; and
- Additional perks discovered upon signing of contract

The Grotto is committed to supporting employee development. We do this through structured training for each position at the Grotto as well as ongoing communication between the employee and their manager. The Grotto welcomes feedback from employees so that we can continue to create a fun and effective work environment. This is reflected by employees wanting to continue with us year after year, and members and guests having a great time while at the facility and all Grotto programming.

The Grotto is an equitable employer and encourages all members of the community to apply regardless of real, potential, or perceived barriers. We strive to educate employees about their rights as workers to set young workers up for success as their careers progress. The Guelph Grotto celebrates diversity and does not tolerate discrimination of any kind based on race, ethnicity, culture, sexual orientation, sex, gender preference, or other demographics irrelevant to the job. Contact management to learn more about our efforts to mitigate biases in our hiring processes and at our workplace!

## Submitting Your Application

Think you are a good match for the Grotto? Apply by emailing [manager@guelphgrotto.com](mailto:manager@guelphgrotto.com). Accommodations are available upon request, please contact [manager@guelphgrotto.com](mailto:manager@guelphgrotto.com) to discuss.