

IT and Events Support Technician

Toronto Pan Am Sports Centre Inc. is currently seeking a **part-time, casual IT and Events Support Technician** to join our team!

The key accountabilities of the role include, but are not limited to:

- Execute audio-visual and electronic timing system/scoring setups and takedowns for events as directed;
- Ensure optimal customer experience;
- Operate audio-visual, electronic timing equipment, digital signage, workstation computers and laptops, projectors, and printers.
- Perform pre-event checks as required at least 30 mins prior to the start of any event to ensure optimal operation;
- Troubleshoot signal flow issues for audio, video and electronic timing installations;
- Timely response to requests from clients within scope and corporate policy;
- Rapid response to equipment failures with emergency diagnosis and action;
- Complete routine checklists, inventories and records of equipment usage;
- Make minor adjustments and repairs to equipment when necessary.
- Provide shift reports to manager summarizing work done and other details as needed (such as notification of equipment faults);
- Ensure proper cleaning, storage, transportation and maintenance of equipment;
- Assist with inventories and maintenance of equipment and supplies;
- Assist with new workstation and other equipment roll outs and other duties as required;
- Understand, support and adhere to corporate policies, programs, and procedures; and,
- Comply with all legislative requirements (e.g. *Occupational Health and Safety Act, Human Rights Code, Employment Standards, Act, 2000, Health Regulations for Swimming Pools, etc.*)

The successful candidate(s) will possess the following qualifications:

- High school Diploma;
- Some College/University education is an asset;
- Ability to operate Omega timing and scoring system;
- Basic technology, maintenance and computer skills;
- Experience working with basic hand tools;
- Experience working in game day operations, event planning, customer service and/or promotions is a strong asset;
- Knowledge of swimming, diving, field house events is an asset;
- Ability to work in a team setting with strong communication skills;
- Strong interpersonal skills, adaptive and flexible
- Ability to work under pressure and use sound judgement
- Highly motivated, energetic and highly reliable

Three professional references will be required and a Vulnerable Persons police records check will be required for the successful candidate(s).

Hours of work: Successful candidates need to be available to work on weekdays, evenings and weekends. Hours of work are irregular. Please note that hours of work will vary based upon events and scheduling needs.

Reports to: Senior Technology Specialist

How to Apply

Please submit your cover letter and resume by email to the attention of: Stephanie Battrick, Human Resources Manager by March 27, 2019.

Email: sbattrick@tpasc.ca

Our centre is located at:
Toronto Pan Am Sports Centre
875 Morningside Avenue
Scarborough, ON
M1C 0C7

Our History

Toronto Pan Am Sports Centre is not only a world-class sport and recreation venue that proudly hosted the international community for the Pan Am and Parapan Am Games. The facility is also an amazing place to join hundreds of professionals who look to develop their career in an exciting and rewarding environment.

A legacy of the 2015 Toronto Pan Am and Parapan Am Games, Toronto Pan Am Sports Centre Inc. is operated by a corporation co-owned by the City of Toronto and the University of Toronto. The world-class facility was the largest sport new-build for the Games and the largest infrastructure investment in Canadian amateur sport history. Toronto Pan Am Sports Centre delivers extensive programming that serves recreational and community groups, high performance athletes, as well as fitness Centre clientele. The 312,000 square-foot centre includes two internationally sanctioned 10-lane 50-metre pools, a world-class dive pool and dry-land dive training facilities, a four-court gymnasium, an indoor running track, conditioning rooms, a high-performance testing Centre, studio spaces, and a state-of-the-art fitness Centre for members. The Canadian Sport Institute Ontario (CSIO), located at Toronto Pan Am Sports Centre, provides world-leading sport science and sport performance services. The centre opened to community users, University of Toronto faculty, staff and students, City of Toronto program users and high performance in September 2014. For more information visit www.torontopanamsportscentre.ca

Toronto Pan Am Sports Centre Inc. is committed to creating an accessible organization and facility by removing barriers for individuals with disabilities. If you have any accessibility requirements or questions, whether as an employment candidate, volunteer, user of the facility or business partner, please contact us at accessibility@tpasc.ca.

We thank all applicants that apply, however only those being considered for an interview will be contacted.