



Rainy River District School Board

Notice of Position

EXTERNAL POSTING

Posting Number: 1718-46

Date: January 9, 2018

Position:

1.0 FTE Journeyman Electrician & Building Systems Technician

Qualifications Required:

- Must hold a valid Ontario College of Trades 309A Electrician Construction and Maintenance Trade Certificate or equivalent.
- College-level Diploma or Certification in Electronics or B.A.S. Controls or equivalent experience.
- Minimum of two (2) years trade experience as an electrician.
- Minimum of two (2) years experience installing, troubleshooting, repairing and programming various control systems and instrumentation such as process control or building automation systems.
- Must hold a valid Ontario driver's license.

Job Description:

Attached

Location:

Fort Frances Maintenance Facility

Hours of work:

40 hours per week

Rate of pay:

\$30.67 to \$32.50 per hour - based on qualifications and experience.

Apply in writing referencing the posting number. Include your [non-teaching application form](#), cover letter, resume, documentation of credentials and [Reference Authorization Form](#) including two references (one of which must be from a current or recent supervisor) to:

Human Resources Department
Rainy River District School Board
522 Second Street East
Fort Frances, ON P9A 1N4
Fax: (807) 274-1950
Email: humanresources@mail.rrdsb.com

Accommodation in the recruitment process is available upon request for applicants with disabilities.

For further clarification or questions please contact:
Travis Enge, Manager, Plant Operations and Maintenance, 807-274-9855 x4983

Closing Date: This posting will remain open until the position is filled.



JOB DESCRIPTION

DEPARTMENT:	Maintenance
POSITION:	Journeyman Electrician & Building Systems Technician
REPORTS TO:	Assistant Manager of Plant Operations and Maintenance
EMPLOYEE GROUP:	CUPE – Local 65
DATE PREPARED:	November 2017

JOB FUNCTION:

The Journeyman Electrician & Building Systems Technician controls and troubleshoots building systems operations. This includes operating, maintaining and installing electrical systems; providing preventative maintenance, operating, monitoring and performing routine maintenance on electrical and control systems as well as instrumentation, air-conditioning and ventilation systems, water treatment systems, heating systems, pumps and pumping systems. The Technician conducts, inspects, tests, verifies; emergency power and lighting systems, fire suppression and sprinkler systems.

QUALIFICATIONS REQUIRED:

- Must hold a valid Ontario College of Trades 309A Electrician Construction and Maintenance Trade Certificate or equivalent.
- College-level Diploma or Certification in Electronics or B.A.S. Controls or equivalent experience.
- Minimum of two (2) years trade experience as an electrician.
- Minimum of two (2) years experience installing, troubleshooting, repairing and programming various control systems and instrumentation such as process control or building automation systems.
- Good working knowledge of electric motors, motor controls, variable frequency drives, water well systems, lighting controls, electrical distribution, fire alarm systems, emergency power, emergency lighting, heating ventilating equipment and energy management systems.
- Strong troubleshooting and problem-solving skills.
- Experience working at heights while using fall arrest, scaffolding, ladders and operating elevating work platforms.
- Experience liaising with the Electrical Safety Authority preferred.
- Ability to identify and provide advice on electrical, mechanical and building condition issues.
- Ability to explain technical information to technical and non-technical people.
- Ability to work and communicate effectively while maintaining a professional and friendly attitude within a team environment.

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- Knowledge of relevant government regulations and codes. (e.g. Ontario Building Code, Ontario Electrical & Safety Code, Ontario Fire Code, OH&S Act and Regulations, etc.)
- Carpentry, plumbing and general maintenance experience preferred.
- Ability to read and interpret manuals and drawings ranging from simple elevations and plan views to isometric scale drawings.
- Ability to work with a computer as a programming and troubleshooting tool as well as familiarity with MS Office products.
- Valid Ontario driver's license.

DUTIES AND RESPONSIBILITIES:

- Conducts preventative maintenance, repair installation, general servicing and detailed troubleshooting of building system controls, including electrical, instrumentation, air-conditioning and ventilation systems, water treatment systems, heating systems, pumps and pumping systems, emergency power and lighting systems, fire suppression and sprinkler systems.
- As required perform other maintenance, repairs and installation as required for the Board including but not limited to plumbing, carpentry, heating, furnishings, HVAC systems, glazing, septic systems, control systems, water treatment systems, energy management systems and underground wells.
- Determines needs for equipment and materials and whether parts/components can be repaired or need replacement.
- Purchases materials needed while advising and seeking approval the Supervisor when larger expenditures are required.
- Coordinates with Supervisor and school administration to determine when equipment can be taken out of service.
- Maintains records and prepares written reports related to any work carried out in the course of duties.
- Uses hand, power tools and air powered equipment to perform tasks as required.
- Uses software such as Excel, Word and other database software.
- Notes deficiencies, damage, repair and replacement needs observed while performing maintenance tasks or reported by any others or noted during irregular inspections of school facility. (e.g. lights burned out, lock broken, toilet plugged, etc.)
- Operates other types of equipment such as a heavy equipment.
- Reports damage, vandalism and major repair requirements to supervisor.
- Other duties as assigned.

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WORKING CONDITIONS:

Hours of Work:

- Hours of work and terms of employment subject to Collective Agreement, including call-ins and overtime.
- Overnight travel of approximately two trips of 2-days duration for safety training and training for repair of equipment.
- There is no requirement for additional uncompensated hours.

Work Environment:

- Spends 75% of the average work day indoors in an open area with attendant exposure to noise/vibration, fans, turbines, compressors, fumes/odors, dust/dirt, poor ventilation in attics, crawl spaces and poor lighting. The remaining 25% is spent outdoors with 20% in the field without shelter and 5% as a driver of a vehicle travelling with attendant exposure to extremes of cold/heat, abrupt temperature changes.
- Occasionally exposed to bodily wastes when repairing plumbing or septic equipment.

Potential hazards of:

- Electrical shock when working on electrical equipment
- fall when working at heights
- disturbing asbestos containing materials while doing regular maintenance
- natural and propane gas
- pressurized hot water systems
- rare risk of physical violence when working near or around students that may be acting out

PHYSICAL REQUIREMENTS:

- Daily work routine involves standing and walking for long periods.
- Physical strength for light to medium work to carry tools and parts.
- Agility to climb stairs, ladders, crouch, crawl, kneel or balance on scaffolds to make adjustments or repairs to equipment.
- Dexterity to operate equipment and tools requiring whole body control and course movements (e.g. truck and lawn mower) uses hand and power tools requiring accurate control and steadiness (e.g. electrical testing equipment, planers, milling machine, welder, power saw).

MENTAL and VISUAL DEMANDS:

- Concentration and visual attention to remains alert to abnormal machine, equipment noises.
- Regular operation of power equipment requires concentration and visual attention for short to moderate periods.
- Regular operation of motor vehicles to drive for several hours on trips to outlying

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facilities.

- Time factors as maintenance and repair of designated areas of the school facility must be accomplished within regular work schedule. Unanticipated emergency breakdowns create conflicting priorities.
- Work interruptions and disruptions occur frequently when a change in priority is required to attend to immediate repair, or maintenance needs.
- Ability to remain professional and display a friendly demeanor when frustrating circumstances or disruption and change of the work plan occurs frequently in a work day.