



# *Provincial Job Description*

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**TITLE:** (200) Facility Maintenance & Operator      **PAY BAND:** 13

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***FOR FACILITY USE:***

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***SUMMARY OF DUTIES:***

**Operates and monitors computerized building control systems and maintains facility/plant systems and equipment. Independently performs major repairs/installations on a wide variety of complex building systems and equipment.**

***QUALIFICATIONS:***

- ◆ **Building Systems Technician certificate**
  - ◆ **Refrigeration certificate, where required by the job**
  - ◆ **5th Class Power Engineer certificate, where required by the job**

***KNOWLEDGE, SKILLS & ABILITIES:***

- ◆ **Intermediate computer skills**
- ◆ **Knowledge of tools and equipment**
- ◆ **Ability to work independently**
- ◆ **Communication, organizational and interpersonal skills**
- ◆ **Valid drivers license**

## ***EXPERIENCE:***

- ◆ **Previous:** No previous experience.

## ***KEY ACTIVITIES:***

### **A. Building / Plant Systems**

- ◆ Operates and monitors computerized building control systems.
- ◆ Operates, services and maintains plant systems (e.g., boilers up to 5<sup>th</sup> Class, chillers, HVAC and associated equipment).
- ◆ Monitors critical alarm systems.
- ◆ Monitors and maintains facility systems (e.g., fire, call, security, emergency power, pneumatic and electronic systems).

### **B. Equipment / Systems Maintenance**

- ◆ Independently performs complex repairs/installations other than those requiring a plumbing or electrical permit.
- ◆ Repairs and maintains patient equipment (e.g., beds, wheelchairs).
- ◆ Repairs and maintains mechanical equipment (e.g., pumps, fans, motors, boiler and associated equipment, kitchen/laundry/housekeeping equipment).
- ◆ Repairs and maintains grounds equipment (e.g., lawnmowers, snowblowers).
- ◆ Repairs and maintains air-conditioning equipment.
- ◆ Repairs and maintains mechanical medical gas systems, centrifuges, fume hoods.
- ◆ Performs welding and fabricating.
- ◆ Performs electrical and plumbing repairs within Code requirements.
- ◆ Performs carpentry repairs, painting, drywalling.

### **C. Preventative Maintenance**

- ◆ Performs preventative maintenance on all equipment, apparatus and facility infrastructure.
- ◆ Maintains maintenance logs and records.
- ◆ Enters and retrieves information from computerized maintenance systems.

### **D. Construction / Renovation**

- ◆ Leads projects and acts as a liaison with contractors.
- ◆ Installs/assists with facility/equipment upgrades and enhancements (e.g., electrical, mechanical, plumbing, carpentry, flooring, painting, cabling).

**E. Related Key Work Activities**

- ◆ **Maintains grounds and removes waste, where required by the job.**
- ◆ **Provides security services (e.g., entrances, parking lot checks, scanners, monitors, fire drills).**
- ◆ **Installs and maintains signage.**
- ◆ **Assembles equipment.**
- ◆ **Maintains inventory and supplies.**
- ◆ **Maintains pool, where applicable.**
- ◆ **Provides occasional guidance to the primary function of others, including training.**

*The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.*

*Any revisions of this document recommended by the Joint Job Evaluation Maintenance Committee must be approved by the Parties.*

***Validating Signatures:***

***CUPE:***

***SEIU:***

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***SGEU:***

***SAHO:***

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***Date: 2005***

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