



Provincial Job Description

TITLE:
(021) Maintenance Services Worker

PAY BAND:
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FOR FACILITY USE:

SUMMARY OF DUTIES:

- ◆ Performs general maintenance and repairs for facility/plant systems, equipment, grounds and buildings.

QUALIFICATIONS

- ◆ Fireman Boiler Operator certificate
 - ◆ Boiler Operator License issued pursuant to the Boiler and Pressure Vessels Safety Act

KNOWLEDGE, SKILLS & ABILITIES:

- ◆ Basic computer skills
- ◆ Ability to work independently
- ◆ Organizational skills
- ◆ Communication skills
- ◆ Interpersonal skills
- ◆ Knowledge of tools and equipment
- ◆ Valid driver's license
- ◆ Refrigeration Plant Operator certificate or Refrigeration Engineer certificate, where required by the job
- ◆ Pool Operator certificate, where required by the job

EXPERIENCE:

- ◆ **Previous:** Twelve (12) months previous experience in a maintenance environment (e.g., commercial or industrial).

KEY ACTIVITIES:

A. Maintenance

- ◆ Performs preventative maintenance
- ◆ Performs carpentry repairs, painting, drywalling
- ◆ Repairs and maintains patient equipment (e.g., mobility devices, sterilizers, beds and wheelchairs)
- ◆ Installs, repairs and maintains mechanical equipment (e.g., pumps, fans, motors, kitchen/laundry/housekeeping equipment).
- ◆ Performs repairs and maintenance on air-conditioning equipment (e.g., filters, belts, coils).
- ◆ Repairs and maintains bottled medical gas systems, centrifuges, fume hoods, water softeners.
- ◆ Performs plumbing and electrical repairs up to code.
- ◆ Performs welding and fabricating (e.g., shelf brackets, hand rails).
- ◆ Performs concrete and asphalt repairs.

B. Groundskeeping

- ◆ Mows, trims, prunes.
- ◆ Weeds and plants.
- ◆ Performs pest/rodent control.
- ◆ Applies pesticides.
- ◆ Fertilizes and irrigates.
- ◆ Removes snow and ice.
- ◆ Operates, repairs and maintains grounds equipment.

C. Facility Operating Systems

- ◆ Repairs and maintains ventilation units and boilers/accessory equipment.
- ◆ May monitor and respond to a computerized system (e.g., alarms).
- ◆ Performs repairs and adjustments to building systems.

D. Related Key Work Activities

- ◆ Maintains and operates vehicles (e.g., delivers/collects mail, linen, supplies/specimens).
- ◆ Provides transportation for client/patient/residents.
- ◆ Provides security services (e.g., entrances, parking lot checks, scanners, monitors, fire drills).
- ◆ Cleans work areas and disposes of waste.

D. Related Key Work Activities (cont'd)

- ◆ **Maintains inventory (e.g., orders parts/supplies, ships/receives).**
- ◆ **Receives, responds to work orders and records maintenance logs.**
- ◆ **Provides occasional guidance to the primary function of others, including training.**
- ◆ **Coordinates contract work and participates in facility renovations.**
- ◆ **Processes work orders, maintains documentation and records**
- ◆ **Ensures all work complies with Infection and Prevention Control Standards.**

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.

Validating Signatures:

CUPE:

SEIU:

SGEU:

SAHO:

Date: January 18, 2023