

CITY OF HAMILTON

COMMUNITY SERVICES DEPARTMENT (RECREATION DIVISION – FACILITIES AND CAPITAL PROGRAMS – LOCATION - 125 BARTON STREET WEST

MAINTENANCE WORKER - CUPE 5167 (1 PERMANENT FULL TIME POSITION)

The Healthy & Safe Communities Department is committed to its people and is dedicated to building a strong and healthy community. We are passionate about making a difference and are recognized for our excellence. We offer a respectful and supportive workplace that provides life-long learning opportunities, leadership, innovation and performance excellence.

We are looking for high performing public servants who are interested in experiencing a challenging, rewarding, enjoyable, and fulfilling career. The successful candidate will demonstrate an ability to provide excellent client service in a respectful, courageous, empathetic, just and ethical manner. Your ability to set and achieve personal goals, professional goals and contribute to the goals of the organization will result in high job satisfaction.

SUMMARY OF DUTIES

Reporting to the Supervisor, Community Facilities Maintenance, this role focuses on Facilities Maintenance to support Public Recreation & Programs. This includes, but is not limited to troubleshooting, repairing and performing preventative maintenance on carpentry, HVAC, mechanical, electrical, general building and pool specific systems. Hands on technical work across multiple trades and effective communication skills are critical to this position.

GENERAL DUTIES

Trouble shoots mechanical and electrical equipment such as furnaces, heat pumps, exhaust fans, circulating pumps, rooftop units, lighting systems, domestic hot and cold water systems, HVAC equipment, metering pumps, boilers, fire alarm systems as required.

Checks air handling system controls to maintain environmental conditions through the building system computer. Makes adjustments to programmable thermostats as required.

Operates and maintains hand/power, and shop tools, such as table and band saw, belt sander, radial arm saw, circular, chop and mitre saw torches, drill press, power drill, power nailer, router, planers, pipe cutters, remington nailer, compressor generators, air compressor & related attachments, welding and metal fabricating equipment.

Performs troubleshooting on instruments such as gauges. Replaces gauges within scope of abilities.

Takes preventative measures when working around asbestos and mould.

Develops materials list and purchases materials as required taking into account changed circumstances.

Performs electrical repairs and troubleshoots as it pertains to equipment within scope of abilities and legislation.

Prepares drawings for carpentry work. Reads building drawings in order to locate equipment within existing buildings.

Installs equipment such as pumps and chemical tanks using copper, iron and PVC fittings.

Troubleshoots and performs minor maintenance on sprinklers and alarms.

Determines scope of maintenance work required. If unable to repair then oversees work of contractors.

Repairs doors, handles, hardware and overhead doors.

Performs minor maintenance duties such as hanging pictures, painting and grounds clean-up.

Performs repairs to pumps, valves and piping associated with rural wells, sump pumps in some buildings. Identifies when equipment needs replacement.

Performs repairs to pool sides and lane ropes.

Repairs items including but not limited to the following: copper piping and fitting and soldering, repairs and installs fixtures such as water heaters, taps, toilets, urinals, sinks, showers, shower heads, drains, fountains, hose bibs and repairs such as drain cleaning, line repairs, obstruction location.

Performs minor repairs on electrical systems within the scope of their abilities. Changes and installs lights, ballasts, plugs, switches, wiring, PA systems, clocks, timers, electrical fixtures, fuses, breakers, batteries and generator maintenance.

Performs structural framing as per Ontario Building Code; insulation, installation of windows, doors, flooring, drywall, painting, roofing, siding and eavestrough, foundations, fencing, decking, wood treating, brickwork, masonry and concrete.

Constructs and repairs various buildings such as pavilions, garbage enclosures, food booths, washrooms and additions to community facilities.

Measures, designs, constructs, purchases, installs and repairs a variety of items such as cupboards, shelving units, tables, brochure racks, cabinets, display cases, storage boxes, arena boards, bleachers, chairs, railings, ramps, picnic tables, doors and windows, painting and staining, refinishing, posts and rails and signage.

Perform sheet metal repairs to soffit, fascia, eavestrough, covers, access panels, window caps and corner posts.

Services, maintains and repairs HVAC items such as filters, lines, ducts, air supplies, vents, switches, fuses, breakers, pilots, fuel supplies and control panels.

Purchases and maintains an inventory of supplies and updates logbooks as required.

Works in accordance with the provisions of applicable Health and Safety legislation and all City of Hamilton corporate and departmental policies and procedures related to Occupational Health and Safety.

Performs other duties as assigned which are directly related to the major responsibilities of the job.

QUALIFICATIONS

1. Previous knowledge and experience with troubleshooting HVAC, mechanical and electrical equipment normally acquired by a combination of education and relevant work experience.
2. Current licensed Journeyman or Apprentice as a Carpenter, HVAC Technician, Plumber, Mechanic, Gas & Oil Burner Technician, Electrician, or Welder would be an asset.
3. Must have experience and previous training with recreation facility repairs and general building maintenance. Demonstrated experience with natural gas heating, air conditioning, ventilation, BAS troubleshooting, fan, motor and pump repairs, plumbing repairs, minor electrical repairs, minor carpentry repairs or previous work experience as a Handyman would be an asset.

4. Demonstrated ability to safely operate power tools such as table and band saw, belt sander, radial arm saw, circular, chop and mitre saw torches, drill press, power drill, power nailer, router, planers, pipe cutters, remington nailer, compressor generators, air compressor & related attachments, welding and metal fabricating equipment.
5. Experience in a computerized environment in word processing, email, fax, internet and the manipulation of spreadsheets.
6. Must have excellent interpersonal and communication skills. Demonstrated ability to communicate with various stakeholders: city staff, members of the public, contractors and suppliers both verbally and in writing.
7. Demonstrated ability to work efficiently and effectively independently with minimal supervision and as part of a team.
8. Safety Training and certification would be an asset.
9. Must possess a valid Class "G" driver's license.

THIS POSITION REQUIRES A VALID CLASS "G" DRIVER'S LICENCE AND PROOF THEREOF IS REQUIRED AFTER HIRE.

SALARY:

Salary Grade I

_____ - _____ - \$31.534 per hour.

HOURS:

40 per week

NOTE:

Evening and weekend work may be required.

THE INCUMBENT SHALL COMPLY WITH ALL HEALTH AND SAFETY POLICIES AND PRACTICES FOR THIS POSITION AND THE WORKPLACE.
