

## CITY OF HAMILTON

**PUBLIC WORKS DEPARTMENT**  
**(ENERGY, FLEET & FACILITIES MANAGEMENT DIVISION – FACILITIES MANAGEMENT SECTION - LOCATION**  
**– 701 UPPER SHERMAN AVE.)**

**UTILITIES/MAINTENANCE OPERATOR - I.U.O.E. LOCAL 772**

**SUMMARY OF DUTIES**

Reporting to the Supervisor, Facilities Management, carries out preventative and scheduled maintenance program to ensure the safe, continuous and efficient operation of equipment and building at Macassa Lodge.

**GENERAL DUTIES**

Maintains equipment such as HVAC, refrigeration, plumbing, electrical, boilers, compressors and Emergency Generators.

Conducts scheduled and unscheduled maintenance and repairs of mechanical equipment such as furnaces, boilers, heat pumps, cooling towers, humidifiers, circulating pumps, exhaust fans and air handling units.

Creates and fabricates custom equipment out of metal, wood and plastic.

Carries out decorating, painting, carpentry, drywall repair and grounds maintenance. Repair doors, door hardware and overhead doors.

Monitors the general condition and makes minor operating changes necessary for the safe, continuous operation of boilers, utility systems and general equipment both locally and/or through the building automation system computer.

Carries out scheduled and emergency procedures relating to fire equipment, fire drills, emergency generator testing, power failures and any other emergency situations.

Assists as required during special events and functions. Assists and/or directs contractors.

Operates hand and power tools such as but not limited to circular saw, router, hammer drill, propane torch and pipe cutter.

Performs electrical, plumbing, and HVAC repairs and troubleshooting as it pertains to the building and its equipment.

Repairs all building indoor and outdoor lighting.

Must be able to be on-call on a rotating basis for 24hr after-hours emergency response.

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. Knowledge and Experience with troubleshooting and repairing mechanical, HVAC, plumbing and electrical equipment normally acquired by a combination of education and relevant work experience. Current valid

license in a trade HVAC, Gas Technician G1 or G2, plumber or, electrician is an asset.

2. Must be able to work with a minimal amount of supervision and be able to perform maintenance and repairs to an acceptable standard.
3. Must have a pleasant manner and be able to communicate effectively with residents, members of the community and other staff members. Must be accommodating and flexible as situations can quickly change in this environment.
4. A current 4th Class Stationary Engineer's Certificate for the Province of Ontario would be considered an asset.
5. Extensive handy-person experience would be considered an asset.
6. Demonstrated knowledge of the Health and Safety Act, Building Code, Fire Code and other applicable regulations as it relates to the position.

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

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