



## We're Recruiting For...

# Building Technician

As a member of the Operations team and reporting to the Foreman, Building Technicians are responsible for the safe and efficient operation and maintenance of all mechanical, plumbing, grounds, electrical, vehicles and function equipment and all aspects of building and property maintenance at Confederation Centre facilities.

Working as part of the Operations Team, the Building Technician must be able to multitask, manage high stress situations and resolve issues efficiently. It is very important that the Building Technician is able to work collaboratively with co-workers and senior managers.

### Duties of the Position

Building Technicians are required to:

- Inspect and operate switches, valves, and controls to regulate water levels, fuel and air flow
- Inspect and test all safety devices including all entry and fire alarm equipment
- Inspect, clean, adjust and repair of mechanical equipment as required
- Obtain quotes for parts and supplies as required
- Operate and maintain electrical generating equipment
- Conduct water testing and water chemical treatment as required
- Record district heat energy usage and oil usage as required
- Receive and log all maintenance requests
- Investigate calls and carry out repairs as needed
- Clearing blocked drains, sink traps and toilets
- Maintaining the grounds; cutting grass, snow removal, collecting garbage, salting sidewalks
- Utilize our automated energy management computer system which includes programming schedules, alarms, monitoring, trend logging and energy management
- Perform HVAC maintenance and repair as required
- Perform various custodial duties as required in all work areas and shops
- Maintain all tools and equipment
- Paint interior and exterior areas and equipment
- Perform basic carpentry duties including repairs to doors, related hardware, construction of shelves, walls and furniture repairs
- Replace burnt out light bulbs and fluorescent tubes
- Install flags, banners, promotional material, etc. inside and outside
- Utilize the Centre's vehicle(s) for pickup/delivery of parts/supplies and equipment
- Unload good and supplies received at the Centre
- Refer to blueprints to determine maintenance needs and constraints
- Check emergency batteries and lights and replace as required
- Perform other duties as required and/or assigned

### Working Conditions

The work requires sustained physical effort. Incumbents handle average and frequently heavy weight material; work with equipment requiring considerable physical effort including walking, reaching, pushing, lifting, carrying and bending.

### Qualifications

Applicants to the position should possess and be able to demonstrate the following qualifications (or equivalent):

- Diploma or extensive, proven experience in a skilled trade (e.g. electrician, carpenter, plumber) – Red Seal is preferred
- In-depth knowledge of mechanical and HVAC systems
- Experience with facility maintenance and preventative maintenance guidelines
- Ability to read drawings, plans and blueprints
- Familiarization with Health and Safety guidelines
- Ability to communicate and report effectively
- Proven problem-solving and critical thinking abilities
- Computer literacy in operating systems, email, word processing, and spreadsheet applications (Microsoft application experience is considered an asset)
- Hold a valid driver's license

### Additional Information

Building Technicians are represented by the Construction and General Labourers, Local 900 (Union). The starting wage (0-6 months) is \$19.40 per hour (2019-2020).

### **How To Apply**

Individuals interested in applying to this position should submit a resume and covering letter detailing their interest, experience, and qualifications to:

Kelly Dawson, Chief Operations Officer  
[kdawson@confederationcentre.com](mailto:kdawson@confederationcentre.com)

**Please Note:** Interviews are expected to be scheduled for the week of October 5. Early applications are strongly encouraged.

We appreciate the interest of all applicants for this position. However, only candidates selected for an interview will be contacted.

Confederation Centre of the Arts is committed to providing equal opportunities in employment. We welcome and encourage applications from people with disabilities and upon request will accommodate candidates taking part in all aspects of the recruitment and selection process.

**Closing Date: Friday, October 2, 2020**