

#1362448

CUPE STAFF JOB DESCRIPTIONS

POSITION: **WEEKEND BOILER CHECKER (PART-TIME)**

REPORTS TO: **Manager, Maintenance and Safety**

SUPERVISES: No supervision of others

JOB SUMMARY: Carries out guarded status checks on steam boilers throughout the Division on weekends and holidays.

DUTIES AND RESPONSIBILITIES:

- performs one operational test of safety controls and equipment on steam boilers over 50 HP. as required by the Power Engineers Act on each weekend day and holiday during the heating season. Tests will include low water cut off, air proving switch, flame sensor, operating controls, high pressure control and gas control;
- sign the boiler room log certifying the operational test has been carried out;
- be alert for any irregularities or damage to the building noticed while entering or leaving the facilities;
- report boiler problems or other irregularities to maintenance shop "on call" staff;
- reports all accidents or injuries to the Manager, Maintenance and Safety;
- reports any damage to the building or equipment to the Director, Facilities and Operations;
- checks and relocks any doors in gaining entrance to the building to be sure they are locked when the building is vacated, and ensures all lights have been turned off;

ADOPTED	REVIEWED	REVISED	PAGE
		28/Oct/06	1 of 2
		18-04-08	

- activates vandal alarm;
- performs other duties as assigned.

QUALIFICATIONS:

- high school diploma;
- minimum of valid 5th Class Power Engineers Certificate; 4th Class Power Engineers Certificate is required when assignment includes St. James Collegiate;
- related experience preferred;
- valid Manitoba Driver's Licence and vehicle required;
- applicant must be 18 years of age;
- ability to communicate effectively with various user groups;
- demonstrated ability to meet with the public;
- ability to write reports and keep records;
- ability to work with limited supervision;
- ability to understand oral and written instructions.

ADOPTED	REVIEWED	REVISED	PAGE
		28/Oct/06	2 of 2
		18-04-08	