

#1361296

C.U.P.E. STAFF JOB DESCRIPTION

POSITION: UTILITY WORKER HVAC

REPORTS TO: Maintenance Shop Supervisor

SUPERVISES: No direct supervision of others

JOB SUMMARY: Is responsible to perform on their own or assist the plumber with installations, repair and renovation of all types of water systems, steam systems, gas lines and heating and ventilation systems, or be responsible for repair and maintenance of small motors and boiler treatment.

DUTIES AND RESPONSIBILITIES:

- installs and repairs hot water systems, steam heating systems, water chilled air conditioning systems, gas lines and related equipment and controls and ventilation systems;
- installs and maintains heating coils, chilled water coils and lines, valves, water temperature and pressure regulators;
- shall be on call for weekend trouble-shooting during heating season;
- estimates costs of new installations and repairs;
- keeps a detailed record of all working hours by recording time on a daily time sheet and relating time on jobs to work orders;
- repairs and maintains small motors, snow blowers, lawnmowers, etc.;
- instructs caretaking/custodial staff in correct procedures of testing and treatment of boilers as well as the operation and maintenance of Heating Ventilation and Air Conditioning (HVAC) systems.
- maintains job related knowledge at current levels by keeping abreast of changes and developments in the field;
- performs other duties in the maintenance department as assigned.

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QUALIFICATIONS:

- High school diploma
- M Limited Electrical license
- Class B Gas Fitter license
- 5th Class Power Engineers' Certificate desired;
- 4th Class Power Engineers' Certificate preferred;
- 1 year training in Heating, Ventilation, Air Conditioning (HVAC) with particular emphasis on boiler maintenance and chemical treatment;
- engine repair course or a combination of demonstrated knowledge and experience in operating and repair of small gasoline engines;
- 5 - 7 years prior related experience in the maintenance and repair of boilers and all mechanical components of HVAC systems including fans, pumps, compressors, condensers and air handlers;
- ability to read technical manuals, building plans, and schematic control drawings;
- able to work in an environment which exposes the worker to direct sunlight, exterior conditions, noise, dust, dirt, fumes, hazardous/poisonous chemicals, pesticides, pest traps, heavy equipment vibration, climbing ladders and exposure to sharp objects;
- able to wear and use safety equipment while performing the duties required for the position;
- ability to work without direct supervision;
- must have a valid Manitoba driver's license and personal means of transportation while at work;
- physically able to perform assigned duties.

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