



Making a difference...together

Employment Opportunity

Facility Maintenance Worker 4 – 2 positions

Parks & Environmental Services, Facilities Management & Engineering Services

Competition	22/220
Status	Auxiliary – as & when required
Hours of Work	Up to 80 hours bi-weekly
Rate of Pay	\$33.37 to \$35.38 per hour, plus 14% in lieu of benefits (2022 rates) \$34.70 to \$36.80 per hour, plus 14% in lieu of benefits (2023 rates)
Review of applications begins	4:00pm on July 27, 2022; however, position will remain open until filled.

Summary

The Facility Maintenance Worker 4 is responsible for overall work with plumbing, HVAC and mechanical systems. The Facility Maintenance Worker 4 provides analysis evaluation and diagnosis of building systems, completes routine inspections, and performs preventative maintenance and repairs. This position also works to coordinate Operating & Capital Projects under the direction of their supervisor and/or the project lead.

Duties & Responsibilities

- Analyze, evaluate and diagnose all building systems to ensure proper operations.
- Conduct routine inspections, adjust and repair systems to prevent failure where required.
- Coordinates contractors, ensuring CRD Standards, policies, procedures and safe work practices are adhered to.
- Complete Tool Box Meetings with all contractors on site.
- Issue request for quote on major and minor plumbing, electrical repairs, HVAC maintenance and repairs, and landscaping repairs.
- Inspect, maintain and clean roof systems to ensure longevity
- Coordinate and schedule client work order service requests
- Review and provide work orders to auxiliary staff
- Provides guidance and support to auxiliary staff in the department
- Responsible for the clean-up and disposal of bio-hazardous materials.
- Create job specific Infectious Control Plan and Safe Work Procedures, follows WCB safety controls and Infectious Control Procedures.
- Create site specific fall protection plans, hot works, lock out tag out and de energization plans
- Follows all policies, procedures and standards of the CRD.
- Performs other related duties as required.

Qualifications

- Completion of high school, and a Red Seal certification related to Building & Construction plus two (2) years' of post-certificate experience in facilities management. An equivalent combination of education and experience may be considered.
- Excellent communication (verbal and written), interpersonal and customer service skills are required.
- Working knowledge of interior and exterior facility systems including but not limited to HVAC, electrical, plumbing, glazing, floor and wall systems components.

- Sounds working knowledge of regulatory, safety and technology changes.
- Good knowledge of the materials, tools, and equipment used in building maintenance work
- WHMIS training or ability to learn WHMIS.
- Ability to read, understand, and interpret engineering and architectural drawings.
- Ability to exercise initiative in the investigation and diagnosis of a wide variety of facility systems malfunctions and to undertake minor repairs as necessary.
- Ability to work independently and responsibly without close supervision for prolonged periods.
- Ability to exercise initiative, tact, judgment, and discretion in dealing with internal/external stakeholders.
- Proficiency and experience with word processing (MS Word), spreadsheets (MS Excel), email (MS Outlook) and SAP.
- Reasonable typing skills with attention to accuracy.
- Sufficient physical strength and stamina to perform the required duties.
- Willingness and ability to perform duties in all types of weather conditions.
- Must possess a valid BC Driver's License.

To keep our employees, customers and the communities we serve safe, the CRD has introduced an employee mandatory vaccination policy intended to prevent the transmission of COVID-19. As such, the CRD requires proof of being fully vaccinated as a condition of employment.

Applications

To apply for this exciting opportunity, please submit your resume and covering letter online at www.crd.bc.ca under "[Careers](#)".

The CRD thanks you for your interest and advises only those candidates under active consideration will be contacted.

