



Heating Mechanic

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POSITION DESCRIPTION

Heating - Mechanic

The Heating Mechanic reports to the Department Foreman. The Heating Mechanic performs heating mechanic duties as assigned and may be required to assist the mechanical department as needed.

HM – 1

Responsible for the operation, maintenance and repair of gas boiler plant installations as well as hot water and forced air systems and all types of heating control systems (i.e. pneumatic, electronic and digital, etc.).

HM – 2

Diagnoses problems and/or failures in heating systems for the purpose of identifying repair and replacement needs necessary to maintain equipment and systems.

HM – 3

Monitors boiler heating systems for the purpose of ensuring compliance with established safety regulations and/or operation within District, and site, established parameters.

HM – 4

Repairs systems and components (e.g. pumps, seals, bearings, impellers, belts, motors, steam coils, valves, electronic devices, etc.) for the purpose of ensuring safety and efficiency of machinery. Repairs, installs, alters and maintains electronic and pneumatic control systems.

HM – 5

Responds to emergency situations for the purpose of resolving immediate safety concerns.

HM - 6

Works independently, and when required, travels from job site to job site using either a School Board or privately owned vehicle for transporting workers, supplies, materials, tools and/or equipment to the sites.

HM - 7

Repairs and maintains heating systems, including hot water pumps, motors, fans and their associated controls.

HM - 8

Reads and interprets drawings and specifications, orders materials and supplies, lays out projects and reports on work in progress as required.

HM - 9

Tests water and chemical levels for the purpose of maintaining anticorrosion chemicals within closed-loop systems for preventative maintenance purposes.

HM - 10

Assists and liaises with employees, contractors, regulatory agencies and other trades as required.

HM- 11

Performs other related duties as related to the above.

QUALIFICATIONS
Heating Mechanic

EDUCATION	<p><i>TECHNICAL REQUIREMENTS</i></p> <p>Grade 12 certificate or an equivalent combination of education, training and experience.</p> <p>Valid Class 5 British Columbia Drivers License.</p> <p><i>OTHER RELATED COURSES</i></p> <p>Valid BC Gasfitters "A" Ticket (Recognized by the Province of BC) plus related trade qualifications.</p>
EXPERIENCE	<p><i>TECHNICAL REQUIREMENTS</i></p> <p>Four (4) or more years of specific experience in similar duties.</p> <p>Demonstrated ability to work effectively with a wide variety of stakeholders in a leadership role. Stakeholders could include Principals, teachers, students, parents, office staff, Facility Staff, etc.</p>

<p>KNOWLEDGE</p>	<p><i>THE CANDIDATE MUST POSSESS A DEMONSTRATED KNOWLEDGE OF:</i></p> <p>The standards, practices, methods, materials, tools and equipment used for the construction, repair and maintenance of buildings, grounds or equipment in his/her area of expertise.</p> <p>Job related safety regulations and techniques as outlined in the Workers' Compensation Board Industrial Health and Safety Regulations.</p> <p>Computer technology; including current word processing, spreadsheet, database and facilities management software used by School District #61.</p> <p>The maintenance and operation of the District's heating plants, care and use of cleaning equipment, and, good housekeeping practices and procedures.</p>
<p>SKILLS AND ABILITIES</p>	<p><i>THE CANDIDATE MUST POSSESS A DEMONSTRATED ABILITY TO:</i></p> <p>Maintain a cooperative working relationship with other workers, suppliers, administrators, supervisors, teaching staff, students and the public.</p> <p>Adapt to changing circumstances and flexibility to adapt plans and schedules to meet unforeseen circumstances.</p> <p>Read and interpret plans and specifications.</p> <p>Understand and carry out written and oral instructions.</p> <p>Communicate clearly and effectively with workers and non-construction related personnel, both verbally and in writing.</p> <p>Perform duties in compliance with all safety regulations.</p>
<p>WORKING CONDITIONS</p>	<p><i>OCCUPATIONAL REQUIREMENTS</i></p> <p>Sufficient sight and hearing to perform related job duties.</p> <p>Able to lift and carry supplies and equipment required to perform his/her duties in accordance with the Occupational Health and Safety Regulations.</p> <p>Able to perform related physical and mental activities.</p> <p>Able to work in a highly active physical environment.</p> <p>Able to work in adverse weather conditions.</p>