



Utility Person - Grounds

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POSITION DESCRIPTION

Responsible to the appropriate Manager, through the appropriate Foreman/Supervisor, operates and maintains School District equipment to a level and in a manner required by the School District in assisting with the upkeep of grounds and equipment.

UTP - 1

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

UTP - 2

Operates all vehicles, tools, apparatus, and loading other equipment related to grounds maintenance.

UTP - 3

Assembles and installs Adventure Playground equipment, including drainage and protective ground cover in accordance with CSA Guidelines.

UTP - 4

Removes snow with machinery or by hand shoveling.

UTP - 5

Carries out a preventative maintenance routine and inspections as directed, makes repairs as required and updates records of maintenance activity for all Adventure Playground equipment.

UTP - 6

Mixes or orders concrete for the construction of pads, curbs, and garbage containers or the installation of steel and wood posts.

UTP - 7

Installs grounds-related equipment, including; but not limited to, stand-

alone basketball hoops, signage on posts and fences, goal posts, backstops, play apparatus, garbage cans.

UTP - 8

Installs and maintains concrete works, including; but not limited to, curbs, bicycle racks.

UTP - 9

Makes repairs to existing asphalt using cold-patch asphalt.

UTP - 10

Installs and maintains pads, paths, playground cover consisting of concrete, wood and gravel.

UTP - 11

Installs and maintains drainage for perimeter and playfield drains, including; piping, catch basins, metal grates and drain rock.

UTP - 12

Operates drain cleaning augers and pumps when required for blockages related to perimeter and playfield drains.

UTP - 13

Operates portable welding equipment, hand and power tools to repair school equipment and, as required, to perform the duties of the position.

UTP - 14

Trims and removes tree limbs or trees as directed by a Supervisor.

UTP - 15

Performs other duties consistent up to the level of the assigned role.

QUALIFICATIONS

EDUCATION	<i>TECHNICAL REQUIREMENTS</i> Grade 12 certificate or an equivalent combination of education, training and experience. Valid Class 5 British Columbia Driver's License.
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	<p>A certificate from a post-secondary institute showing successful completion of instruction in basic arc welding/cutting to a minimum of 36 hours, or be able to demonstrate a basic skill level or ability to obtain within 1 year of hire date.</p> <p>Registration as a Canadian Playground Inspector within the Canadian Playground Safety Institute (CPSI) or ability to obtain within 1 year of hire date.</p>
<p>EXPERIENCE</p>	<p><i>TECHNICAL REQUIREMENTS</i></p> <p>Experience in the operation and maintenance of equipment related to grounds.</p> <p>Demonstrated ability to work effectively with a wide variety of stakeholders.</p>
<p>KNOWLEDGE</p>	<p><i>THE CANDIDATE MUST POSSESS A DEMONSTRATED KNOWLEDGE OF:</i></p> <p>Grounds and landscaping maintenance practices and procedures.</p> <p>Must have the ability to read and interpret plans of playfield and perimeter drainage.</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 WorkSafeBC regulations.</p> <p>Digital technology; including email, online databases and facilities management software used by School District #61.</p> <p>School District #61 Policies and Regulations, Municipal, Provincial and Federal regulations relevant to his/her department.</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>The ability to handle machinery and equipment and carry out basic service and maintenance of grounds related equipment.</p> <p>Keeps in mind the safety of others, including school children.</p> <p>Perform duties in compliance with 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 up to 44 kg 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>

May 2017