



## We're Recruiting For...

### Building Technician

As a member of the Operations team and reporting to the Facilities Manager under the direction of the Building Foreman, Building Technicians are responsible for the safe and efficient operation and maintenance of all mechanical, plumbing, grounds, electrical, vehicles and function equipment and all aspects of building and property maintenance at Confederation Centre facilities.

Working as part of the Operations Team, the Building Technician must be able to multitask, adapt to changing priorities, and resolve issues efficiently. It is very important that the Building Technician is able to work collaboratively with co-workers and senior managers.

#### **Building Technicians responsibilities are but not limited to:**

- Perform HVAC maintenance and repair as required
- Perform Facility maintenance and repair as required by performing basic carpentry and painting duties to repair doors, walls, equipment, or furniture.
- Operate and maintain electrical generating equipment
- Perform daily equipment and system inspections as required
- Receive, investigate, repair and log all maintenance requests
- Maintaining the grounds; cutting grass, snow removal, collecting garbage, salting sidewalks
- Perform preventative maintenance along with assisting in the continuous development of adding to the list such as:
  - Inspect and operate switches, valves, and controls to regulate system levels.
  - Inspect and test all safety devices including all entry and fire alarm equipment
  - Inspect, clean, adjust and repair of mechanical equipment as required
  - Obtain quotes for parts and supplies as required
  - Perform various custodial duties as required in all work areas and shops
  - Maintain all tools and equipment
  - Utilize the Centre's vehicle(s) for pickup/delivery of parts/supplies and equipment
  - Unload good and supplies received at the Centre
  - Perform other duties as required and/or assigned

#### **Working Conditions:**

The work requires sustained physical effort. Incumbents handle average and frequently heavy weight material; work with equipment requiring considerable physical effort including walking, reaching, pushing, lifting, carrying and bending.

**In addition to being a self-motivated individual, applicants should possess the following qualifications:**

- Diploma or extensive, proven experience in a skilled trade (e.g. pertaining to facility operations)
- In-depth knowledge of mechanical and HVAC systems preferred
- Experience with facility maintenance and preventative maintenance guidelines
- Ability to read drawings, plans and blueprints
- Familiarization with Health and Safety guidelines
- Ability to communicate and report effectively
- Proven problem-solving and critical thinking abilities
- Computer literacy in operating systems, email, word processing, and spreadsheet applications (Microsoft application experience is considered an asset)
- Hold a valid driver's license

**Additional Information:**

Building Technicians are represented by the Construction and General Labourers, Local 900 (Union). The starting wage (0-6 months) is \$25.16 per hour. This is a full-time position for 40 hours per week.

**Total Rewards Offered:**

- Comprehensive benefits plan, including medical, dental, vision, long-term disability and life insurance coverage
- Employer-matched pension plan
- Annual general wage increases
- Paid vacation and contingency days; paid sick time
- Staff discounts on shows and events
- Employee Assistance Program
- Training and development opportunities

**How to Apply**

By email to the attention of John Mooy, HR Director, at [careers@confederationcentre.com](mailto:careers@confederationcentre.com)

Confederation Centre of the Arts is committed to promoting a diverse workplace culture. We encourage applications from the BIPOC community, persons with disabilities, and other under-represented groups. Where requested, we will provide accommodations to candidates for all aspects of the recruitment and selection process.