

JOB DESCRIPTION

MILLWRIGHT

A. Job Title:

Millwright

B. Job Function:

An employee in this classification is engaged in fabricating, repairing and maintaining district equipment using a variety of trade skills.

C. Reporting to:

Director of Operations or designate

D. Illustrative Examples of Work:

1. Repairs and maintains district equipment such as metal/wood shop equipment, HVAC units, small engines, pumps, and compressors
2. Fabricates metalwork projects
3. Performs general maintenance utilizing a variety of trade skills
4. Assists with the planning and estimating of projects
5. Assists other tradesmen as required
6. Maintains equipment, tools, and inventory
7. Picks up and delivers equipment, furniture and freight
8. Removes snow and ice and sands or salts from parking areas, sidewalks and driveways
9. Performs temporary emergency window repairs
10. Performs other job-related duties

E. Required Abilities and Qualifications:

1. Grade 12 or equivalent
2. Certificate of Qualification in the trade and inter-provincial endorsement (red seal)
3. Valid Class 5 driver's license
4. WHMIS Certificate
5. Demonstrated ability to read blueprints
6. Demonstrated ability to estimate metalwork projects
7. Physical ability to perform the job duties
8. Ability to communicate effectively
9. Ability to work co-operatively with the public, staff and suppliers
10. Ability to work independently

FOR THE UNION:



FOR THE BOARD:



GL/hblv
REVISED: Jan. 21, 2011
August 27, 2004
NEXT SCHEDULED REVISION: Jan, 2016
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