

Maintenance- Casual

Function:

The Building Maintenance Person follows established policies and procedures, in accordance with applicable codes and regulations, and performs repair, maintenance and cleaning services to assist in maintaining the Home in a clean and safe manner. This position's primary function is to oversee the operation of the computerized building automation system to maintain optimum environmental control of a 128 bed Long Term Care facility and Retirement Residence.

Qualifications:

The ideal candidate will possess the following experience and skills:

- High School diploma required; certification in Building Systems Engineering Technology preferred
- Long-Term Care health care experience an asset
- Knowledge of building maintenance including plumbing, electrical, heating / air conditioning and carpentry
- Ability to do maintenance and repair work using both manual and electric equipment
- Must demonstrate knowledge of a wide-range of computer systems and software applications using Word, Excel and Building Automation Systems and the ability to use mobile computing devices and smart phones
- Ability to evaluate emergency situations and take corrective action
- Knowledge of cleaning methodology including chemicals and equipment used
- Ability to read "as built" drawings, and write and follow written and oral instructions

Responsibilities:

- Operation of the computerized building automation system to maintain optimum control
- Service and repair of the nurse call system and wander guard system
- Completes monthly fire system inspections and reports to the Buildings Operation Manager (BOM) any deficiencies for all fire systems including hydrants, valves in fire house cabinets, fire extinguishers and automatic sprinkler system and fire panels
- Works with the BOM to complete monthly fire alarm testing and re-set building systems after testing
- Checks heating systems, kitchen and laundry equipment and reports to BOM any deficiencies
- Repairs or replaces defective flush valves and faucets
- Cleans out drains, sewers, sinks in all washroom facilities
- Completes daily work assignments in accordance with priorities and requisitions as issued by Maintenance Care
- Completes monthly preventative maintenance and keeps accurate records and record findings
- Repairs and adjusts small electrical appliances and equipment

- Completes building audits, daily preventative maintenance and fire code requirements
- Works with external service providers to ensure service calls are completed as required
- Records daily building temperatures and humidity in common areas and resident rooms in accordance with Ministry standards
- Records daily hot water temperatures to maintain Ministry requirements. Completes monthly generator testing in the Lodge and Manor as per schedules

Terms of Employment: On Call Basis
Salary: as per collective agreement
Deadline for Application: Ongoing