



## **IDENTIFICATION**

<b>Department</b>	<b>Position Title</b>	
Infrastructure	Plumber/Oil Burner Mechanic	
<b>Position Number</b>	<b>Community</b>	<b>Division/Region</b>
33-2397	Fort Simpson	Deh Cho

## **PURPOSE OF THE POSITION**

The Plumber/Oil Burner Mechanic performs Preventative Maintenance (PM) checks; services and repairs the plumbing and heating systems in all Government of the Northwest Territories (GNWT) owned and operated buildings; and services and repairs community water and sewage facilities in all GNWT owned and operated assets, throughout the Deh Cho Area.

## **SCOPE**

Located in Fort Simpson and reporting to the Facilities and Maintenance Coordinator, this position performs plumbing/oil burner mechanic services and preventative maintenance for GNWT owned and operated buildings as required.

## **RESPONSIBILITIES**

- 1. Ensures satisfactory operations and inspects plumbing systems, ventilating systems, hot water heating systems, water plants and equipment in GNWT buildings, by:**
  - Conducting regular preventative maintenance checks of plumbing and heating systems and equipment, including all mechanical installations and heat recovery systems.
  - Diagnosing faults in plumbing and heating systems in accordance with the Maintenance Management System.
  - Identifying repairs required to correct deficiencies.
  - Completing inspection reports on deficiencies.
  - Installing, repairing and servicing all fuel oil systems in the GNWT buildings.

- 2. Maintains plumbing, hot water and forced air heating equipment in GNWT buildings to ensure a safe and efficient operation, by:**
  - Repairing and replacing boilers, furnaces, heating, ventilation and air conditioning systems.
  - Repairing, testing and calibrating HVAC control systems, both electric and pneumatic.
  - Repairing and replacing plumbing equipment, such as: bathroom and laundry fixtures, sump pumps, sewage systems, water supplies and hot water tanks.
  - Installing complete plumbing and heating systems.
  - Repairing or replacing frozen sewer and water systems.
  - Repairing or replacing mechanical insulation on pipes, tanks, boilers, breechings, ducting, etc.
  - Troubleshooting problems in heating, ventilation and plumbing systems in GNWT buildings.
  
- 3. Checks work on plumbing and heating systems performed under contract to ensure compliance with plans, specifications and governing codes, by:**
  - Reviewing plans and specifications for renovations and new construction projects.
  - Conducting inspections of all plumbing and heating installations.
  - Identifying any deficiencies in workmanship.
  - Completing inspection reports.
  
- 4. Maintains community water systems to ensure satisfactory operation, by:**
  - Conducting regularly scheduled maintenance and repairs or replacements on water intakes, pumps, frost protection, etc.
  - Conducting regularly scheduled maintenance, repair and replacement of water storage tanks and piping, delivery and circulation pumps, heat exchangers and other related equipment.
  - Conducting regularly scheduled maintenance, repair and replacement of piped waste and sewage systems, controls, heating systems, pumps, insulation and services to GNWT buildings.
  
- 5. Completes records for all maintenance and repairs to plumbing, heating and water systems, and equipment, by:**
  - Identifying supplies required to complete jobs and compiling material lists.
  - Completing work orders for all work assignments indicating materials used, work accomplished and time required to complete jobs.
  - Accounting for eight hours of time daily, plus any overtime hours.
  
- 6. Performs other duties such as:**
  - Testing and repairing fire extinguishers and sprinkler systems.
  - Controlling the use of materials and supplies from the trades shop.
  - Assisting the Stationary Engineer and other tradespeople as required.
  - Working overtime and on-call as required.

## **WORKING CONDITIONS**

### **Physical Demands**

- Frequently works in cramped, awkward, confined spaces and in hazardous conditions. Lifts and moves heavy objects in cramped awkward confined spaces, hours at a time, there is considerable discomfort.
- Frequently, there is heavy lifting and moving of boiler sections, large electric motors, pumps piping, etc., up to several hundred pounds, there is moderate to extreme physical stress, discomfort and risk of accidents (crushing, breaking, other injuries).
- Daily, operation of hand and power tools and testing equipment, there is moderate intensity.

### **Environmental Conditions**

- Twice a week, works in obnoxious odors (sewer systems, steam/hot water and chemicals), up to 2 hours at a time, there is considerable discomfort.
- Daily, will work in extreme cold or heat (-50 or +50) conditions up to 2 hours at a time, there is extreme physical discomfort.
- Seasonally, works with Natural Gas Fired Appliances, up to 4 hours a week.

### **Sensory Demands**

- Must be focused on sounds, hand/eye coordination, up to 8 hours each day.

### **Mental Demands**

- Weekly, will respond to emergencies at all hours, up to 4 hours at a time.
- 30% of the employee's time is spent on duty travel to communities in small aircraft and in various weather conditions. There is also travel on ice roads to small communities, up to 4 hours at a time.

## **KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge to work with the metric system.
- Basic electrical knowledge.
- Hazardous Goods Knowledge (chemical mixes and cleaner).
- Knowledge of Computer Building Operator Systems (Honeywell, SBX 5000).
- Ability to inspect plumbing and hot water systems and equipment and to complete repairs and installation in accordance with the Plumbing and Heating Codes.
- Ability to maintain accurate records.
- Ability and willingness to keep up-to-date with technology.

### **Typically, the above qualifications would be attained by:**

- Completion of Journeyman Certification as a Plumber/Gasfitter or Oil Burner Mechanic and 3 years of directly related experience.

## **ADDITIONAL REQUIREMENTS**

- Class 5 NWT Driver's License required to drive to sites.

### **Position Security** (check one)

- No criminal records check required
- Position of Trust – criminal records check required
- Highly sensitive position – requires verification of identity and a criminal records check

### **French language** (check one if applicable)

- French required (must identify required level below)

Level required for this Designated Position is:

ORAL EXPRESSION AND COMPREHENSION

Basic (B)  Intermediate (I)  Advanced (A)

READING COMPREHENSION:

Basic (B)  Intermediate (I)  Advanced (A)

WRITING SKILLS:

Basic (B)  Intermediate (I)  Advanced (A)

- French preferred

### **Aboriginal language:** Choose a language

- Required
- Preferred