



University of Northern British Columbia
CUPE Position

Casual Maintenance Assistant/Shift Relief Engineer Positions

The University of Northern British Columbia is a dynamic and progressive institution with an innovative approach to education and is supported by advanced technologies. UNBC offers a healthy, safe, open, friendly, supportive and stimulating work environment for our employees.

As part of our casual pool of employees available on an on-call basis, you may be called in to assist during peak periods, vacation or sick leave coverage.

Duties:

This position fills the requirements of both a Maintenance Assistant, reporting to the Facilities Services Supervisor and a Shift Relief Engineer, reporting to the Chief Engineer. You will be responsible for general maintenance activities and providing relief for Shift Engineers as required.

Specific duties will include the following:

- Performing general maintenance activities including: basic carpentry, basic plumbing repair, and drywall installation, repair and painting; moving heavy pieces of equipment and materials to offices and laboratories
- Assembling furniture and shelving units including: installing, moving and delivering throughout campus and 15th Ave. Annex
- Assisting with conference setups and take-down for all conference/event materials
- Shoveling snow, sanding and operating snow clearing equipment
- Providing coverage for Shift Engineers for scheduled time off and in their absence ensuring the safe operation of the power plant and HVAC equipment, working with life safety systems, carrying out inspection and performing preventative maintenance on HVAC equipment, and responding to emergency situations as required

Qualifications:

The successful candidate will possess a valid BC 4th Class Power Engineering Certificate together with a minimum of three years related work experience, preferably in a post secondary environment within a maintenance position. A working knowledge of operating computerized building control and energy management systems, and strong mechanical maintenance skills and knowledge are required. You are familiar with water testing/treatment, HVAC equipment and refrigeration, and fire suppression systems. You must demonstrate the ability to operate the following equipment in a safe manner: forklift, snow blower, ATV equipment and equipment such as Thomas/Bobcat loaders and all attachments. Excellent interpersonal and communication skills and the ability to work in a service-oriented team environment are necessary. You possess a valid BC Driver's License and must be capable of performing strenuous physical activity such as heavy lifting.

Normal hours of work will be 8:00 am – 4:00 pm Monday through Friday. Due to the operational needs of shift relief and seasonal change of hours to allow for snow clearing activities the work schedule may vary. Shift relief coverage involves 12 hour rotating shifts and may require working on statutory holidays and weekends. The position works alone on night shift and after 4pm week days.

Please forward your resume and proof of education to: Human Resources, University of Northern British Columbia, 3333 University Way, Prince George, BC, V2N 4Z9. Phone: (250) 960-5521. Fax: (250) 960-5695. Email submissions: HRecruit@unbc.ca

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. The University of Northern British Columbia is committed to employment equity and encourages applications from women, aboriginal peoples, persons with disabilities and members of visible minorities.
