



**Electrical Apprentice
Facilities Department
(Regular, Full-time)**

Purpose:

Reporting to the Manager of Operations Compliance and Services with functional guidance from the University Electrician, the Electrical Apprentice will assist with the majority of the electrical activities on the Prince George campus. This apprenticeship is designed to meet the Industry Training Authority (ITA) requirements and provide experience in electrical theory, safety and industry standards.

Responsibilities:

The Apprentice will be hired as a 2nd year apprentice within the ITA Program and will be expected to assist the Journeyman Electrician in fulfilling his daily tasks. It is the Apprentice's responsibility to ensure proper safety procedures are followed and proper tools and materials are used to complete a professional install.

Specific duties may include, but are not limited to:

- reading and interpreting drawings, circuit diagrams and electrical code specifications;
- planning wiring layouts;
- installing and pulling wire through conduit;
- installing brackets and hangers to support electrical equipment;
- installing, replacing and repairing lighting fixtures, receptacles and switches;
- installing and maintaining distribution equipment such as switch gear, transformers, disconnects and electrical panels;
- joining and connecting wire to fixtures and components to form circuits;
- testing completion of circuits using test equipment;
- troubleshooting and isolating faults in electrical and electronic systems;
- connecting electrical power to HVAC and mechanical systems;
- general cleaning with project and task housekeeping,
- installing, replacing and repairing low voltage systems;
- receiving, counting, organizing and stock inventory of components and equipment.

The Apprentice is also responsible for:

1. completing the ITA required technical component (10 weeks or 300 hours classroom training) in an ITA approved program upon completion of each of the 2nd year and 3rd year work experience components;
2. progressing to 3rd year and 4th year level apprenticeships;
3. successfully completing the Interprovincial Red Seal Exam upon completion of the 4th year work experience component.

Qualifications:

The successful candidate will be a 2nd year electrical apprentice who has successfully completed the 1st year work experience hours and ITA approved course work completed within the last 3 years, or be a recent Electrical Foundation Program Graduate (ELTT within last 3 years) of an ITA approved program and have a good working knowledge of the Canadian Electrical Code.

A strong background in commercial heating, ventilation and air conditioning, MCCs or automation controls is an asset. Being proficient in the use of word processing, spreadsheet, database and communication software (i.e. MS Word, Excel, Access, and Outlook) will assist in this role. The successful candidate must have demonstrated commitment to safety. Excellent interpersonal and communication skills, along with the demonstrated ability to be effective and flexible in a service-oriented dynamic team environment are critical to success.

Employment requires a valid class 5 driver's license and a successful Criminal Records Check.

Salary:

This position will migrate through Grades 3A to 9A as each year of the apprenticeship is completed. The annual salary range for this position is \$42,206.37 - \$64,598.75 prorated for leave as required for course work. The normal starting salary will be the base of the grade the Apprentice qualifies for.

Normal hours of work will be 8:00 am – 4:00 pm Monday through Friday.

To Apply:

Internal applicants from CUPE Local 3799 will be given priority consideration.

Please forward your resume and proof of education quoting competition #16-061CU to:

Human Resources, University of Northern British Columbia,
3333 University Way, Prince George, BC, V2N 4Z9

Email submissions: HRecruit@unbc.ca
Inquiries: (250) 960-5521

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.

We thank all applicants for their interest in UNBC however, only those applicants selected for further consideration will be contacted.

**Applications will be accepted until 4:30pm Wednesday, November 16, 2016.
Priority consideration will be given to internal applications.**
