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## **MAINTENANCE TRADESPERSON 1**

### **GENERAL**

An employee in this class is required to perform skilled tasks at the journeyman-painter level, under the supervision of the Chief Operating Engineer or designated supervisor.

### **OR**

An employee in this class is required to make furniture repairs and repair equipment involving the use of various fabrics or upholstering material at the journeyman-upholsterer level. He is directly responsible to the Chief Operating Engineer or designated supervisor.

### **TYPICAL DUTIES**

As a painter:

Paints, decorates, surface finishes and refinishes furniture.

Prepares surfaces, mixes paints, varnishes, shellacs, stains and epoxies.

Applies with brush, roller or spray equipment.

Applies wallpaper, murals, vinyl or other adhesive surface finishes.

May be required to operate a serving machine.

May supervise trades helpers, labourers and others as required.

Performs other duties as assigned.

As an upholsterer:

Repairs, renovates and reconstructs both metal and wooden furniture.

Installs and repairs window shades, awnings, draperies and venetian blinds.

Hand sews and binds carpets.

Makes and repairs canvas, fabric, plastic, vinyl and leather articles.

Sands and refinishes furniture components, using stains, varnishes, shellacs and lacquers.

May be required to operate a cushion machine, handsaw, and welding equipment.

May supervise trades helpers, labourers and others as required.

Performs other duties as assigned.

## **QUALIFICATIONS**

### **Knowledge, Abilities and Skills**

Must have working knowledge of standard practices, materials, techniques and tools of trade.

Upholsterer must have ability to operate sewing machines, cushion machine, handsaw, welding equipment and carpenter's hand tools.

Upholsterer must have working knowledge of identify and uses of various upholstering materials and repair of same.

Painter must have ability to prepare paint, varnish, shellac, lacquer or enamel to satisfy job requirements.

Ability to work from sketches and prepare estimates of time and material.

Knowledge of occupational hazards and safety precautions of the trade.

Ability to supervise others and to receive and impart written and oral instructions.

### **Education, Training and Experience**

Education equivalent to Grade X. Painter will have journeyman status and preferably three years' experience.

Upholsterer will have Community College course in upholstering or equivalent apprenticeship training and preferably three years' experience as a journeyman-upholsterer.

### **Physical Standards**

Physically capable of performing the duties assigned.

# MAINTENANCE TRADESPERSON 2

## GENERAL

An employee in this class may perform duties as a bricklayer, carpenter, locksmith or industrial mechanic at the Journeyman level, under the supervision of the Chief Operating Engineer or designated supervisor.

## TYPICAL DUTIES

### **Bricklayer:**

Constructs, maintains and repairs various brick, stone, concrete block and tile work and does incidental plastering.

Supervises and instructs assistants in mixing of mortar and repoints masonry.

Performs other related duties as assigned.

### **Carpenter:**

Performs required work on construction, renovations, repairs and general building maintenance.

Operates all power and hand tools of the trade.

Supervises and instructs apprentices, labourers and other assistants.

Performs other related duties as assigned.

### **Locksmith:**

Maintains security of the buildings.

Maintains, overhauls, repairs and installs locks and door hardware throughout buildings.

Establishes and maintains total key system.

Supervises small number of unskilled labourers.

Performs other related duties as assigned.

### **Industrial Mechanic (Millwright):**

Performs the maintenance and repair of all mechanical equipment.

Follows program of preventative maintenance of mechanical equipment and maintains records.

Supervises and instructs apprentices and other assistants.

Performs other related duties as assigned.

## **QUALIFICATIONS**

### **Knowledge, Abilities and Skills**

#### **Bricklayer:**

Considerable knowledge of the processes, materials and proportions used in mixing various types of mortar and concrete and of their properties, qualities, strength, purpose and adaptability.

Considerable knowledge of the standard methods, practices, safety precautions, tools, materials and supplies employed in bricklaying and cement work.

Ability to supervise and instruct subordinates.

#### **Carpenter:**

Possesses working knowledge of wood construction techniques, materials, grades and types of wood, building codes, safety regulations and simple mathematics.

Ability to interpret working drawings, estimate quantities of materials and cost of projects.

Ability to supervise and instruct subordinates.

#### **Locksmith:**

Has thorough knowledge of lock designs and systems.

Experience in establishing and maintaining a total security program.

Working knowledge of related mechanical skills, keying and key inventory, terminology and regulations.

Ability to supervise and instruct subordinates.

**Industrial Mechanic (Millwright):**

Knowledge of all standard mechanical practices, procedures and skills and techniques for installation, repair and maintenance of all mechanical equipment and systems.

Ability to interpret working drawings and draw sketches for modifications of mechanical equipment.

Ability to use precision instruments as necessary.

Ability to supervise and instruct subordinates.

**Education, Training and Experience**

Education equivalent to Grade X. Journeyman certification and three years' experience.

**Physical Standards**

Physically capable of performing the duties assigned.

# MAINTENANCE TRADESPERSON 3

## GENERAL

An employee in this class is required to perform skilled electrician or plumber or steamfitter duties of the journeyman level, under the direct supervision of the Chief Operating Engineer or designated supervisor.

## TYPICAL DUTIES

### **Electrician:**

Makes electrical installations in accordance with recognized electrical codes.

Such work may involve new construction, building renovations, or maintenance repairs to all types of electrical equipment and systems.

Tests, repairs and services electrical equipment.

Supervises and instructs apprentices, trades helpers, labourers and other assigned helpers.

Responds to all emergency calls.

Performs other duties as assigned.

### **Plumber and Steamfitter:**

Responsible for performing work required in the plumbing and steamfitting trade on new construction, renovations and maintenance repairs.

Assembles, installs and repairs fittings and fixtures connected to water, sewer, steam and air.

Supervises and instructs apprentices, trades helpers, labourers and other assigned helpers.

Responds to all emergency calls.

Performs other duties assigned.

# **QUALIFICATIONS**

## **Knowledge, Abilities and Skills**

### **Electrician:**

Working knowledge of electrical codes, regulations and local by-laws related to electrical installations.

Working knowledge of the theory, standard practices, techniques, tools of the trade, testing equipment and various electrical systems, equipment and devices.

Ability to estimate project material requirements and costs.

Ability to read and interpret working drawings, circuit diagrams, and electrical hook-ups for controls and protective devices.

Ability to receive and impart verbal and written instructions without direct supervision.

### **Plumber and Steamfitter:**

Working knowledge of plumbing and steamfitting codes, regulations, local by-laws, standard practices, techniques and tools of the trade.

Ability to read and interpret working drawings, estimate material requirements, and cost of projects.

Ability to receive and impart verbal and written instructions without direct supervision.

## **Education, Training and Experience**

Education equivalent to Grade X.

Journeyman certification.

Three years' experience as a journeyman-electrician or three years' experience as journeyman-plumber and steamfitter.

## **Physical Standards**

Physically capable of performing duties of the position.