

POSITION TITLE:	Maintenance Worker	POS. NO:	783
DEPARTMENT & DIVISION:	Engineering & Public Works/Public Works	EFFECTIVE DATE:	March 15, 1995
REVIEWED OR AMENDED DATE:	Amended February 19, 2025	APPROVED BY:	Manager of Public Works

POSITION FUNCTION

Reports to Public Works Supervisor and performs a wide variety of maintenance, minor construction, and repairs to street furniture, municipal equipment, building fixtures, irrigation systems, playground equipment and municipal facilities. This role requires skills in carpentry, basic plumbing and construction, masonry, welding, and the ability to maintain irrigation and sewer systems.

KEY DUTIES

- Various carpentry projects involving detailed woodworking and framing. Work may include: repairing and building cabinets, shelving units, and planter boxes; framing stairs, walls, and decks; installing windows, and renovating office spaces.
- Perform welding fabrication and repairs.
- Paint furniture, posts, bleachers, and sports field equipment.
- Install park playground equipment.
- Prepare masonry forms; pour and finish concrete.
- Place and repair banners and street lights.
- Design, install, repair, and maintain underground sprinkler systems; operate compressor to blow sprinkler lines; install access boxes.
- Check sewer pumps.
- Perform basic plumbing such as: repair/replace toilets, sinks, faucets; install dishwashers.
- Remove and install various types of flooring.
- Use a variety of hand tools and power equipment such as jackhammer, compressor, cement mixer, drills and saws.
- Operate light tractors and trucks as required.
- Review repair and maintenance matters and schedules with municipal departments.
- Setting up traffic and pedestrian control signs and directing traffic.
- Estimate and advise on project costs and replacement or repair of equipment.

Determine supplies needed and order materials from local suppliers.

Perform related duties where qualified.

INDEPENDENCE

Work is assigned by supervisor.

Work is reviewed upon completion by supervisor.

Problems such as cost of material, supplies or equipment and deviations from established procedures are referred to manager.

WORKING CONDITIONS

Physical effort:

Lift and move heavy materials and equipment; pour concrete. (often)

Mental effort:

Normal.

Visual/auditory effort:

Short periods of intense visual concentration while welding and looking for material flaws. (occasional)

Work environment:

Municipal buildings.

Outside.

Work in close proximity to moving equipment and traffic. (frequent)

Work with power and welding equipment. (often)

KNOWLEDGE, KEY SKILLS, AND ABILITIES

Model the Township's core values in all program activities.

Understand and apply practices of carpentry, basic construction, welding, basic plumbing, painting and equipment repair.

Ability to design, install, and repair irrigation systems.

Ability to test backflow devices.

Communicate effectively verbally.

Familiarly with use of a variety of hand tools and power equipment.

Ability to operate a forklift, light tractors, bucket trucks and municipal vehicles.

Organize and prioritize work.

QUALIFICATIONS

Formal education, training, and occupational/professional certification:

Partial high school.

Current and valid class 5 B.C. drivers licence.

Class 3 B.C. driver's license with air brake endorsement is preferred.

Certified Backflow Assembly Tester (BCWWA).

Certified Irrigation Technician – Level 1 & 2 Landscape (Irrigation Industry Association of BC).

Bucket Truck Operator certification.

Forklift Operator certification.

Basic First Aid certification.

WHMIS certification.

Traffic Control Person certification is an asset.

Experience:

3 years of related experience.

Or:

An equivalent combination of education and experience.

OTHER

Length of time to become familiar with job duties and responsibilities: up to 1 year.

May be requested to substitute in a more senior position.