

POSITION: MAINTENANCE ENGINEER**JOB POSTING #:****DEPARTMENT:** Parks & Facility Operations**UNION:** 543**POSTING TYPE:** Corporate**JOB CODE:** 543094**POSTING STATUS:** Regular Full-time**POSITION #:****# OF POSITIONS:****GRADE/CLASS:** 0.12**SHIFT WORK REQ'D:** Yes**SALARY RANGE:** \$24.31 to \$28.58 per hour**HOURS PER WEEK:** 40**DUTIES:**

Reporting to the Manager of Building Operations or designate for the operation and maintenance of all buildings and equipment within the scope of the Facility Operations Division. Checks humidifying, refrigeration, air handling units, electrical and gas systems. Checks fire protection equipment and all other building systems. Performs general maintenance service including lubrication, changing filters, belts and minor repairs. Must adhere to all applicable Codes, Acts and departmental policies and procedures. Must maintain professional relations with the public, non corporate staff and fellow corporate staff. Performs Occupational Health and Safety duties as outlined in the Corporate Health and Safety Program. Performs other related duties as required.

QUALIFICATIONS:

- Must have an Ontario Secondary School Graduation Diploma or Ontario Ministry of Education equivalency.
- Must have over three (3) years experience working in construction/building maintenance (commercial/institutional or industrial).
- Must have had exposure to the operation of HVAC, electrical, boilers and general repair.
- Must have the ability to read and interpret construction drawings.
- Must have knowledge of the Provincial Occupational Health and Safety Act and other related Acts or Codes.
- Must possess effective oral and written communication skills as well as interpersonal skills.
- Must be willing to work all shifts and be willing to work 40 hrs from Monday to Saturday.
- Must hold and maintain a current valid and lawful Class G driver's licence in accordance with the Highway Traffic Act, for the purposes of operating a City of Windsor vehicle.
- Familiarity with the Microsoft Office Suite of Products such as Word, excel and Access is an asset.

POSTING SPECIFICS:**Posting Period:**

- at 8:30 AM to at 4:30 PM

- **APPLICATIONS WILL ONLY BE ACCEPTED DURING THE POSTING PERIOD.**

Who May Apply:

- Current City of Windsor employees. Eligibility for consideration is determined by the applicable collective agreement and/or current Corporate hiring practices.

How To Apply:

- Complete an Internal Job Transfer Form (available at Human Resources or on Dashboard) and attach a resume, specifically noting the job posting number, your qualifications and experience as outlined above.

Apply To:

- In person to the Human Resources Department or one of the Customer Care Centres
- By faxing your Job Transfer Form and resume to the Human Resources Department

Updated:

- By Human Resources on September 17, 2012