

INTERNAL JOB OPPORTUNITY

POSITION: OPERATING ENGINEER – 4 TH CLASS		JOB POSTING #:	2015-0071
DEPARTMENT:	Facilities	UNION:	543
POSTING TYPE:	Corporate	JOB CODE:	543097
POSTING STATUS:	Regular Part-time	POSITION #:	00005134; 00005135
# OF POSITIONS:	2	GRADE/CLASS:	0.15
SHIFT WORK REQ'D:	Yes	SALARY RANGE:	\$28.47 to \$33.48 per hour
DEADLINE DATE:	Monday, March 16, 2015	HOURS PER WEEK:	40

DUTIES:

Reporting to the Senior Facilities of Manager or designate for the operation, maintenance and repair of all buildings and equipment within the scope of the Building Operations Division including high pressure boilers, humidifying, refrigeration, air handling units, electrical, gas, plumbing and fire protection equipment, elevating devices and all other machinery. Performs general maintenance repairs encompassing carpentry and other building trades. Will be required to operate golf cart, fork lift, scissor lift and boom lift on a rare to occasional basis. Must adhere to all applicable Codes, Acts and departmental policies and procedures. Must maintain professional relations with public, non corporate staff and fellow corporate staff. Performs Occupational Health and Safety duties as outlined in the Corporate Health & Safety Program. Performs other duties as assigned.

QUALIFICATIONS:

- Must have a three (3) year post secondary school community College diploma in Power Engineering and a current valid 4thClass Operating Engineer Certificate or Ontario Ministry of Education equivalency and over six (6) months of experience in all areas of the position such as experience in a commercial/institutional or industrial maintenance environment, with the operation of DDC controls systems, HVAC, electrical, plumbing, and general repair exposure.
- Must be able to lift, carry, push or pull items over 60 lbs.
- Must complete a post-offer strength test in an effort to assist the successful candidate in completing the position tasks safely and to aid in minimizing injuries on the job.
- Must have the ability to read and interpret construction drawings, knowledge of the Provincial Operating Engineer’s Act, the 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 shift work as required:

(Off Heat Season)

Monday to Friday

- 40 hours per week

(Heat Season)

7 days a week

- 24 hours per day operation

-12 hour shifts rotating every second week
- A Building Systems Technician Certificate is an asset.
- Familiarity with the Microsoft Office Suite of Products such as Word, Excel and Access is considered an asset.

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POSITION: OPERATING ENGINEER – 4TH CLASS JOB POSTING #: 2015-0071

POSTING SPECIFICS:

- Posting Period:**
- Tuesday, March 10, 2015 at 8:30 AM to Monday, March 16, 2015 at 4:30 PM
 - **APPLICATIONS WILL ONLY BE ACCEPTED DURING 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 as 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
- Update:**
- By Human Resources on March 9, 2015

In accordance with the Accessibility for Ontarians Act, 2005 and the Ontario Human Rights Code, the City of Windsor will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform the City of Windsor Human Resources staff of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.