



IDENTIFICATION

Department	Position Title	
Infrastructure	Plumber, Oil Burner Mechanic	
Position Number	Community	Division/Region
33-3744	Norman Wells	Sahtu Region

PURPOSE OF THE POSITION

To perform Preventative Maintenance checks, service and repair the plumbing and heating systems in all Government-owned and operated buildings, and service and repair water and sewage facilities in all Government of the Northwest Territories (GNWT) owned and operated assets, throughout the Sahtu area.

SCOPE

This position reports to the Maintenance Coordinator and is located in Norman Wells. The position performs plumbing/oil burner mechanic services; preventative maintenance and repairs for GNWT owned and operated facilities in Norman Wells, and frequent site visits to other communities in the Sahtu as required.

RESPONSIBILITIES

- 1. Ensures satisfactory operations and inspects plumbing systems, ventilating systems, hot water heating systems, water plants and equipment in GNWT buildings, by:**
 - Conducting regular preventative maintenance checks of plumbing and heating systems and equipment, including all mechanical installations and heat recovery systems.
 - Diagnosing faults in plumbing and heating systems in accordance with the Maintenance Management System (MMS).
 - Identifying repairs required to correct deficiencies.
 - Completing inspection reports on deficiencies.
 - Installing, repairing and servicing all fuel oil systems in the GNWT buildings.

- 2. Maintains plumbing, hot water and forced air heating equipment in GNWT buildings to ensure a safe and efficient operation, by:**
 - Repairing and replacing boilers, furnaces, and HVAC systems.
 - Repairing, testing and calibrating HVAC (Heating, Venting and Air Conditioning) control systems both electric and pneumatic.
 - Repairing and replacing plumbing equipment, such as: bathroom and laundry fixtures, sump pumps, sewage systems, and water supply and hot water tanks.
 - Installing complete plumbing and heating systems.
 - Repairing or replacing frozen sewer and water systems.
 - Repairing or replacing mechanical insulation on pipes, tanks, boilers, breechings, and ducting, etc.
 - Troubleshooting problems in heating, ventilation and plumbing systems.
 - Repairing sprinkler and fire alarm systems, including piping, heads, dry valves, fire pumps, jockey pumps, and all related controls.

- 3. Checks work on plumbing and heating systems performed under contract to ensure compliance with plans, specifications and governing codes, by:**
 - Reviewing plans and specifications for renovations and new construction projects.
 - Conducting inspections of all plumbing and heating installations.
 - Identifying any deficiencies in workmanship.
 - Completing inspection reports.

- 4. Maintains water systems to ensure satisfactory operation, by:**
 - Conducting regularly scheduled maintenance and repairs or replacements on water intakes, pumps, frost protection, etc.
 - Conducting regularly scheduled maintenance, repair and replacement of water storage tanks and piping, delivery and circulation pumps, heat exchangers and other related equipment.
 - Conducting regularly scheduled maintenance, repair and replacement of piped waste and sewage systems, controls, heating systems, pumps, insulation and services to GNWT buildings.

- 5. Completes records for all maintenance and repairs to plumbing, heating and water systems, and equipment, by:**
 - Identifying supplies required completing jobs and compiling material lists.
 - Completing work orders for all work assignments indicating materials used, work accomplished and time required completing jobs.
 - Accounting for eight hours of time daily, plus any overtime hours.

- 6. Performs other duties such as:**
 - Testing and repairing fire extinguishers and sprinkler systems.
 - Controlling the use of materials and supplies from the trades shop.
 - Providing advice to the Settlement Maintainers on the methods and equipment required to perform repairs.
 - Assisting other trades-people as required and working overtime and on-call as required.

WORKING CONDITIONS

Physical Demands

Over 50% of time spent at substantial work such as climbing and/or balancing, stooping, kneeling, crouching and/or crawling, reaching, or handling. The position involves lifting from 10 to 25 Kg on a regular basis and heavier weights from time to time. The position involves outside work where temperatures are extreme for several months a year.

Environmental Conditions

Works in extreme cold or heat (-40 or +40) conditions frequently for days at a time. Works with oil and gas-fired appliances and boilers frequently. Over 50% of time this position is substantially exposed to fumes, temperature, toxic chemicals, loud noise, infectious substances and scalding steam a considerable amount of the time while maintaining and servicing buildings and systems.

Sensory Demands

Over 50% of this position requires a moderate amount of feeling, hearing and seeing (in terms acuity far and near, depth perception, accommodation, color vision and field of vision).

Mental Demands

The position requires the incumbent to be on 24 hour standby rotation. Further mental demands are placed on the incumbent when dealing with irate clients. Travel to small isolated communities by winter road or small aircrafts is required. The Sahtu communities are visited 1 to 2 times a year. Travel in small aircraft and/or travel over rough winter roads can be stressful. Accommodation in small communities can lack typical hotel amenities.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge to work with the metric system.
- Basic electrical knowledge.
- Hazardous Goods Knowledge (chemical mixes and cleaners).
- Knowledge of Computerized Building Systems (example: Honeywell).
- Ability to inspect plumbing, oil, and hot water systems and equipment.
- Ability to complete repairs and installation in accordance with the Plumbing, Heating, and OBM (Oil Burner Mechanic) Codes.
- Ability to maintain accurate records.
- Ability and willingness to keep up-to-date with technology.

Typically, the above qualifications would be attained by:

- Journeyman Certification as a Plumber or Oil Burner Mechanic and 3 years of directly related experience.
- Certification as a Class 5 or 4 Operating Engineer, and eligibility to register for First or Second Class NWT Gasfitter Certification would be assets.
- Class 5 NWT Driver's Licence is required to drive to work sites and to other communities.

ADDITIONAL REQUIREMENTS

Position Security

- No criminal records check required
- Position of Trust – criminal records check required
- Highly sensitive position – requires verification of identity and a criminal records check

French language (check one if applies)

- French required (must identify required level below)

Level required for this Designated Position is:

ORAL EXPRESSION AND COMPREHENSION

Basic (B) Intermediate (I) Advanced (A)

READING COMPREHENSION:

Basic (B) Intermediate (I) Advanced (A)

WRITING SKILLS:

Basic (B) Intermediate (I) Advanced (A)

- French preferred

Aboriginal language: Choose a language

- Required
- Preferred