

**SCHOOL DISTRICT NO. 62 (SOOKE)**

**TITLE: HEATING MECHANIC**

**QUALIFICATIONS:**

1. Secondary school graduation.
2. Holder of a valid B.C. Gasfitters "A" Ticket and Steamfitter - Pipefitter Certificate.
3. Demonstrated ability to work with heating control systems including computers and DDC controlled energy management systems as used in the District.
4. Holder of a valid B.C. driver's licence.
5. At least two years experience in similar duties.
6. Up-to-date knowledge of codes, regulations and safety standards.
7. Ability to read and understand complex instructions to work with plans and specifications and to effectively lay-out work.
8. Ability to work with minimum supervision and to supervise others.
9. Ability to get along well with other people.
10. Good health and sufficient strength and stamina to perform a variety of manual tasks in adverse conditions.

**RESPONSIBLE TO:** Facilities Supervisor or his designate.

**SUPERVISES:** Maintenance staff engaged in heating work.

**JOB GOAL:** To help maintain the district physical plant in a condition of operating excellence so that full use of it may be made at all times.

**PERFORMANCE RESPONSIBILITIES:**

1. Assumes responsibility for the operation, maintenance and repair of oil and gas installations as well as hot water and forced air systems and all types of heating control systems (i.e.: pneumatic, electronic and digital, etc.)
2. Assumes responsibility to minimize energy costs within the District.
3. Keeps in mind the safety of others, including school children.
4. Completes estimates of materials, labour and equipment and obtains them as necessary to complete assigned work.
5. Maintains equipment on a regular basis for the purpose of preventative maintenance.
6. Uses power equipment and hand tools as required.
7. Consults on all major renovations and new heating installations.
7. Performs other duties as required.

**TERMS OF EMPLOYMENT:** Twelve months per year.

EVALUATION

DATE: May 14, 2014

JOB TITLE: Heating Mechanic

Factor	Degree	Points	Substantiating Data
1. Knowledge	5	75	High school Grade 12 graduation plus an additional program(s) of over one and up to two years or equivalent.
2. Experience	9	135	Six years and over.
3. Judgement	4	40	The job requires that changes be recommended to established methods or procedures. Work involves a choice of methods or procedures or sequence of operation.
4. Concentration	4	40	Almost continuous periods of intermediate duration; <b>OR</b> Frequent periods of long duration.
5. Physical Effort	3	18	Light activity of long duration; <b>OR</b> Medium activity of intermediate duration; <b>OR</b> Heavy activity of short duration.
6. Dexterity	3	18	Job requires tasks that demand coordination of coarse movements, where speed is a major consideration; <b>OR</b> Coordination of coarse and fine movements, where speed is a moderate consideration; <b>OR</b> coordination of fine movements, where speed is a minor consideration.
7. Accountability	4	40	Actions could result in serious loss of time or resources; <b>OR</b> cause significant embarrassment within the organization and have limited impact on its public image.
8. Safety of Others	4	32	High degree of care required to prevent injury or harm to others.
10. Interpersonal Skills	4	40	Tact and diplomacy are required when handling contacts of a difficult or specialized nature, for the discussion and resolution of problems by presenting or obtaining detailed information.
11. Disagreeable Conditions	4	40	Minor conditions of almost continuous exposure; <b>OR</b> Major conditions of frequent exposure.
TOTAL POINTS		478	

*Because the difference in points from the old rate of 468 is less than 20 points, the pay rate does not change, future reconsiderations will compare any new rate to the original 468.*

APPROVED

On behalf of C.U.P.E., Local 459

On behalf of School District No. 62 (Sooke)

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Date Signed: \_\_\_\_\_

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Date Signed: \_\_\_\_\_

