



MILLWRIGHT – 22CUPE40

The [Upper Grand District School Board](#) (UGDSB) employs approximately 4,000 dedicated staff who serve more than 35,000 students attending a variety of programs across 65 elementary and 11 secondary schools as well as continuing education and adult learning centres in the counties of Dufferin, Wellington and the City of Guelph. The UGDSB covers the ancestral and treaty lands of the Mississaugas of the Credit, the Six Nations of the Grand River, and Saugeen Ojibway Nation.

The UGDSB is committed to disrupting systemic racism and oppression in all of its forms. We are committed to building a diverse staff that is reflective of and adds value to the community and students we serve. We actively encourage applications from members of groups who have historically and/or currently experience marginalization and/or barriers to equity, including, but not limited to:

- First Nations, Inuit, and Métis peoples, and all other Indigenous people
- Persons of marginalized sexual orientations, gender identities, and gender expressions
- Members of groups that commonly experience discrimination based on race, ancestry, ethnicity, colour, religion and/or spiritual beliefs, or place of origin
- Persons with visible and/or invisible disabilities

At UGDSB, we recognize that many of the identities listed above do not exist in a single form and are often intersecting with multiple identities, which can be complex and create unique experiences for applicants. We value the contributions that each person brings, and are committed to creating and maintaining an environment where everyone can participate fully, thrive, and reach their full potential.

The Upper Grand District School Board invites qualified applicants for this **full-time, permanent** position who possess a professional work ethic and are passionate about working in the education sector. This role will assist the Maintenance Supervisor to make sure all facilities and equipment are monitored and maintained to ensure a safe, comfortable environment for the staff and students of the UGDSB.

LOCATION: Assignments to all areas maintained by the UGDSB

HOURLY RATE: Probation rate: \$28.45
Permanent rate after successful probation period: \$30.27

HOURS: 40 hours per week (8 hours/day)

BOARD INFORMATION: Canadian Union of Public Employees (CUPE)

RESPONSIBILITIES:

- Perform preventative maintenance of building systems including troubleshooting and repairing various systems and equipment (e.g. heating/cooling systems, fans, compressed air systems, water treatment systems, pumping systems, low pressure boilers, coils, pneumatic and hydraulic systems, etc.)
- Changing HVAC filters, mechanical inspections/repairs on air handlers, modulating dampers
- Cost estimates for repairs/replacements with recommendations to supervisor on best approach
- Install, maintain and repair shop teaching equipment (e.g. lathes, mills, grinders, power saws, presses, welders, dust collectors, etc.)
- Completing required paperwork (e.g. related to equipment records, work orders, time cards, etc.)
- Estimate equipment and component requirements for renovations, installations, and repairs
- Maintain a clean workshop and job site and assists other trades when appropriate

- Working with, assisting, and/or training other Facilities staff or contracted trades on mechanical related items
- Possibility for 'on-call' responsibilities including responding to priority calls requiring immediate attention such as building heating or cooling issues, building control system problems or ADT/Fire/Police (on a rotating schedule)
- Perform Type 1 or Type 2 asbestos removal, if qualified
- Comply with all requirements of the Occupational Health and Safety Act, electrical, fire and building codes, WHMIS and board policies
- Other duties as assigned

QUALIFICATIONS:

- Certificate of Qualification as an Industrial Mechanic (Millwright) certification 433A
- 2-5+ years of relevant work experience
- Current Ontario driver's licence with an acceptable driver's abstract
- Demonstrated ability to read blueprints and technical instructions
- Demonstrated knowledge of hydraulics, pneumatics, components, valves, cylinders, pumps, and compressors
- Welding (oxy-acetylene) and metal fabrication abilities
- Proven ability to fit bearings, align gears and shafts, and attach couplings and belts
- Use PC software such as CMMS, CAD, MS-Office Suite, and other related software
- Demonstrated knowledge of safety procedures
- Work in a team environment and coordinate efforts with Plant Administration, Operations, Trades, Contractors and/or Suppliers as necessary, as well as the ability to work independently
- Ability to communicate effectively with faculty, students, visitors and suppliers and be able to explain technical information to both technical and non-technical people
- Ability to prioritize tasks and continually assess risks
- Ability to resolve emergency situations
- Gas Fitter ticket (G.1 or G.2) is a definite asset

HOW TO APPLY:

Qualified candidates are invited to apply using one of the methods below; please include work-related references and supporting educational and/or training documentation; specify '**Job Code 22CUPE40**' in the subject line.

Mail:

HR - Upper Grand District School Board,
Attn: Human Resources, Recruitment
500 Victoria Road North, Guelph, ON, N1E 6K2

Email:

cupe.jobs@ugdsb.on.ca
(PDF format preferred)

Accommodations are available during all phases of the recruitment process. Applicants must make their needs known in advance to the Manager of Wellness and Employee Health.

The successful external candidate will be required to produce an original Vulnerable Sector Check (VSC) prior to the commencement of employment. The VSC must be dated within 6 months of the start date of employment. For further information, refer to the UGDSB's [Criminal Record Check](#) requirements.

While we thank all applicants for their interest in working for the Upper Grand District School Board, we wish to advise that only those selected for an interview will be contacted.

... Equal Opportunity Employer ...

April 26, 2022