



JOB DESCRIPTION

Job Title: P1 Plumber	Department: Environmental Services	Division: Miramichi Lodge	Reports to: Environmental Services Supervisor
Revision Date: September 2007	Salary Grid:		

Approval:	Department Head	_____
	Supervisor	_____
	Employee	_____
	Staff Administration Committee	_____

Position Summary:

Under the direction of the Environmental Services Supervisor, is responsible to carry out tasks requiring practical and theoretical knowledge of major trades functions (plumber), including established plumbing and maintenance procedures, emergency repairs and scheduled preventative maintenance assignments. Contributes to efficient department operations within a multi-disciplinary, resident focused team, consistent with the Mission and Philosophy of Miramichi Lodge by performing maintenance, alterations and repairs to potable water and fire protection systems, heating/ventilation systems, storm and sanitary piping systems and facility equipment. Performs duties of Maintenance Person position as assigned.

Qualifications:

- Grade 12 graduate or equivalent combinations of education and experience.
- Must hold a current trade license as a registered Plumber with proven technical abilities.
- Backflow Prevention Certificate
- Gas Fitter Certificate an asset
- Completion of the Facilities Maintenance Mechanic Certificate Program or equivalent, an asset.
- Experience in a Long Term Care setting an asset.
- Good verbal and written English communication skills and exemplary personal initiative.
- Ability to work in a multi-disciplinary team environment
- Physically capable of performing all assigned duties within a flexible work schedule required for a 24 hour a day, 7 day a week operation.
- Demonstrate regular attendance standards in keeping with the County Attendance Support Program.
- Ability to meet and maintain health standards as per Long Term Care Legislation.
- Computer literacy an asset.

Position Responsibilities:

Provide facility maintenance support and associated technical services requiring practical and theoretical knowledge of major trades by performing established maintenance procedures, emergency repairs, schedule preventative maintenance assignments and alterations to potable water, fire protection, heating/ventilation systems,



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storm and sanitary sewer piping and other associated building systems and equipment as well as general duties of Maintenance Person position as required through the completion of the following duties:

1. Performs the responsibilities of the position within the legislative and regulatory standards set out in the applicable Provincial and Municipal Acts. Performs the responsibilities of the position consistent with the Operational policies of the County of Renfrew and Miramichi Lodge.
2. Installs, maintains, inspects and repairs potable water, fire protection, heating/ventilation, storm and sanitary and other associated building systems and equipment as per all applicable codes as required.
3. Installs, maintains, inspects and repairs all backflow prevention devices as per applicable codes as required.
4. Reports all areas of non-compliance to supervisor, provides technical advise and proposes solutions to work team members and supervisor for decision making processes such as replacement verses repair of plumbing and other work projects-
5. Performs repairs to the building, grounds, equipment and resident personal items, which may be of an electrical, plumbing, mechanical and/or carpentry nature.
6. Performs duties concerned with painting, plastering and repairs to floors, walls, ceilings, including furniture refinishing and repairs as assigned.
7. Performs daily inspections of all essential equipment and systems as per audit sheets.
8. Performs preventative maintenance assignments as scheduled or assigned.
9. Ensures work orders are completed efficiently and in an acceptable time frame.
10. Performs heavy custodial duties, including such tasks as: keep sidewalks and entrance free of snow and other hazards, set up and take down of areas for special occasions and events and assist with resident transfers, discharges, admissions and deep cleaning responsibilities, as required.
11. Performs heavy custodial duties including operation of floor scrubbers and carpet cleaning extractors, waste management processes and portering duties as required.
12. Performs duties related to inventory control including purchasing, receiving, distributing and updating supply documentation for all departments, including performing verification checks numbering and recording tasks on all capital or replacement items, as required. Perform annual inventory of furnishings, equipment and supplies.



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13. Performs regular security and fire prevention inspections, monthly extinguisher checks and fire drill duties and respond to calls relating to building security, including operation of communication equipment (two-way radios) to convey work conditions and safety directives.
14. Responsible for carrying pager and being on call during off hours and other times as assigned.
15. Establishes and maintains good team relationships, as well as interdepartmental relationships by assisting members of the interdisciplinary team to ensure the needs of our residents are met.
16. Creates a facility environment that protects confidentiality of residents, staff and activities of Miramichi Lodge.
17. Participates in continuing education, relevant to Job Description and Long Term Care, to ensure skills and abilities are maintained and enhanced.
18. Protects own health and health of others by adopting safe work practices, reporting unsafe conditions immediately, and attending all relevant in-services regarding occupational health and safety. Follows all guidelines for employees and employers as legislated under the Ontario Occupational Health and Safety Act.

The foregoing description reflects the general duties necessary to describe the principal functions of the job identified and shall not be construed to be all of the work requirements that may be inherent in this classification.