Residence Equipment Mechanic

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Trades and Maintenance
Position covered by the Collective Agreement with the Canadian Union of Public Employees (CUPE), Local 1334

Residence Equipment Mechanic

Student Housing Services

Monday to Friday: 8:00 a.m. to 4:30 p.m.
Hiring #: 2022-0331

Please read the Application Instructions [1] before applying

Reporting to the Facilities Manager, the Residence Equipment Mechanic is a key member of the Student Housing Services Facilities Operation. This position is highly visible and is a key front-line position providing daily and emergency service to residents of Student Housing on campus residences and at the Family Housing and West Residence sites.

Under general supervision, the incumbent is responsible for a variety of duties including but not limited to:

- Maintaining, troubleshooting, and repairing gas-fired appliances and residential HVAC equipment.
- Maintaining, troubleshooting, and repairing approximately 5000 large appliances including commercial laundry equipment.
- Maintaining and troubleshooting approximately 500 small appliances (bar fridge, microwave, vacuums, portable air conditioners).
- Installation of drain, waste and vent piping systems related to appliance installations.
- Preparing appliances for disposal in accordance with Refrigerant recovery legislation.
- Liaising with tenants and residents to explain operation of appliances and information regarding repairs to equipment.
- Preparing a draft budget for appliance purchased and parts.
- Ordering material and supplies.
- Operating a University vehicle.

Additional responsibilities include:

- Maintaining an inventory of various supplies.
- Providing preventative maintenance, inspections, and maintaining up-to-date service records.
- Assisting with coin collection (laundry operation).
- Entering work orders into the computerized work order system

Requirements of the position include:

- Secondary School Diploma coupled with several years related experience maintaining residential and commercial appliances in residential building complexes. An equivalent combination of education and related experience may be considered.
- Certified Appliance Service Technician, Gas Fitter II, Refrigerant recovery certificate is required.
- A gas fitter’s (2) license is preferred.
- A valid Class “G” Driver’s License
- Demonstrated oral and written communication skills
Excellent organizational and multi-tasking skills
Must be able to work safely, efficiently and with minimal supervision
Customer service focused with the ability to communicate with tact and diplomacy
Ability to work in a busy team environment.
Basic computer skills with Microsoft office.

The successful applicant must be available to provide emergency service after hours.

Position Number: 013-065
Classification: CUPE Band 7
0-3 month rate: $32.44 per hour
Job Rate: $34.15 per hour
Vacancy: Original
Work Location: Main Campus Residences and Family Housing

At the University of Guelph, fostering a culture of inclusion [2] is an institutional imperative. The University invites and encourages applications from all qualified individuals, including from groups that are traditionally underrepresented in employment, who may contribute to further diversification of our Institution.

Posting Date: 2022 05 11
Closing Date: 2022 05 25 (extended)

Source URL: https://www.uoguelph.ca/hr/careers-guelph/current-opportunities/residence-equipment-mechanic

Links
[1] https://www.uoguelph.ca/hr/careers-guelph/how-apply