



YMCA of Central East Ontario
Belleville Branch

POSITION VACANCY: Maintenance Mechanic

EFFECTIVE: ASAP

REPORTS TO: Facility Services Manager

STATUS: Full Time

Monday to Friday

9:00 a.m. to 5:00 p.m.

May be required to work outside of regular shift

OVERVIEW:

The YMCA of Central East Ontario is a charity committed to strengthening the foundations of community. We are dedicated to helping people grow in spirit, mind and body.

All offers of employment will be subject to the provision that the successful incumbent provides the YMCA of Central East Ontario with a current (within 30 days of hire) and satisfactory Police Records Check with vulnerable sector screening.

GENERAL ACCOUNTABILITY:

To ensure a safe work environment for employees, members, participants and the public. To ensure any hazardous material handled is done in accordance with health and safety guidelines.

KEY RESPONSIBILITIES:

- As directed, perform work requiring knowledge and skills of such crafts as Tinsmith, pipefitting, carpentry, painting, plumbing, masonry, electrical and mechanical.
- Maintain, troubleshoot and repair problems associated with pools, pumps, HVACs, boilers and exercise equipment.
- Keep all equipment and tools in good repair
- Perform regular safety checks, i.e. fire extinguishers, emergency lighting, boilers, and program equipment.
- Under the direction of the Facility Services Manager, train other personnel on new and existing equipment.
- Take part in safety related courses or technology related courses applicable to position.
- Maintain log of scheduled and unscheduled maintenance items
- Perform daily pool checks and make chemical changes if needed
- As directed, assist outside contractor to perform their duties and ensure they are working in a safe fashion. Immediately report any unsafe acts of external contractors to Asset Manager.
- Erect scaffold and have ability to operate a scissor lift or boom lift safely.
- Assist in keeping maintenance supplies orders up-to-date.
- Submit recommendations on equipment requiring rebuilding, replacement or upgrade.
- Ensure maintenance areas are kept secure and locked at all times to prevent unauthorized access.
- Housekeeping duties.
- Keep work areas clean and safe.

WORKING CONDITIONS:

- Regular hours with on-call availability.
- Shifts may vary in order to accomplish the goals of the position.

- Climbing, lifting, ladder work
- Some confined work space
- Noise may be present depending on environment
- Heat, cold, humidity may also be present
- Requires work to be done indoors and outdoors
- May be required to work outside of regular shift
- Will require occasional travel to and work at the Quinte West branch
- May require out of town travel for training sessions
- Standard First Aid & CPR C

EDUCATION/TRAINING/QUALIFICATIONS:

- Secondary School diploma
- Mechanical Aptitude
- Troubleshooting skills
- Preventative maintenance skills

EXPERIENCE:

- At least 5 years of experience in carpentry, painting, plumbing, electrical, mechanical.

CORE COMPETENCIES:

1. Integrity	Demonstrates responsible behaviour at all times and maintains high ethical standards.
2. Service Orientation	Deliberately identifies and creates opportunities to enhance each and every person's YMCA experience.
3. Commitment to Organizational Vision and Values	Demonstrates and promotes a personal understanding of and appreciation for the mission, vision, strategic outcomes and values of the YMCA.
4. Concern for Health and Safety	Acknowledges and understands how to manage and educate others of risk and harm reduction.
5. Teamwork	Participates actively in a team for organizational effectiveness.
6. Initiative	Does the right thing at the right time without being asked.
7. Self-Management	Works independently within prescribed parameters, can discern the relevance of issues and communicate them effectively to their supervisor.

All interested candidates are to submit a letter of application and resume to:

Carly Butterworth
HR Manager

YMCA of Central East Ontario – Balsillie Family Branch
carly_butterworth@ymca.ca

Applications will be received until **October 20, 2017**

We appreciate your interest in a career opportunity with the YMCA of Central East Ontario. Please note that only those selected for an interview will be contacted.

The YMCA of Central East Ontario is committed to an environment that is barrier free; if you require accommodation during the hiring process, please inform us in advance so that we can arrange reasonable and appropriate accommodation. The YMCA of Central East Ontario values the diversity of people and communities and is committed to excellence and inclusion in our Association.