School District 72
Campbell River, B.C.

425 Pinecrest Road, Campbell River, B.C. V9W 3P2 • Tel: 250.830.2300 • Fax: 250.830.2329 • www.sd72.bc.ca

Human Resources • Memo

Date: February 13, 2019

To: All Members
The Canadian Union of Public Employees, Local 723

From: Director, Human Resources

Subject: **POSTING NO. 19-07 – Casual Maintenance Tradespersons (Carpenters)**

Applications are invited for the position of Casual Maintenance Tradesperson (Carpenter), to be employed on an "on-call" basis when required due to absences or other reasons. The position is effective as soon as possible after the posting closes..

The successful applicant will be expected to have thorough knowledge and experience in all areas of carpentry including framing, millwork and finish carpentry. Preference will be given to those persons who have training and/or experience in construction, renovation and maintenance of buildings, including roofing, glazing and locksmithing.

Required Qualifications:

1. Must hold a valid B.C. TQ and/or interprovincial TQ ticket as a Carpenter
2. Minimum two years of recent full-time equivalent experience (approximately 3500 hours) as a journeyman carpenter.
3. Must have the ability to read and write English, preferably having Grade 12 (B.C.) Graduation.
4. Be physically capable and prepared to perform ALL facets of Maintenance Trades work.
5. Have a clear understanding of all carpentry related procedures and equipment.
6. Ability to establish and maintain a satisfactory relationship with school administration, parents, staff and students.
7. Physical ability to perform heavy lifting.
8. Ability to work at heights including a ladder or scaffold.
9. Ability to operate using personal protective equipment.
10. Ability to organize work.
11. Hold a valid B.C. Driver's License: Class 5 minimum.

Preference will be given to applicants who are familiar with related computer applications including Computerized Maintenance Management Systems such as Webwork or Datastream, email (Microsoft Outlook), and Computer Aided Design programs such as Visio and AutoCAD.

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Duties:

1. Develop a close liaison with other staff so that a team approach is developed in the operation of schools and carpentry maintenance work.
2. Works from oral and/or written instruction and to established procedures, including ability to read construction drawings and specifications.
3. Assists other skilled staff and completes general tasks.
4. Uses hand and power tools/equipment and materials associated with performing assigned duties; cleans and stores tools and equipment as required.
5. Responds to emergency situations when required.
6. Provides his or her own personal tools and safety footwear.

The successful applicant may be required to submit a certificate of medical fitness as a condition of employment.

The rate of pay for this position is $31.56 per hour, in accordance with the current collective agreement with the Canadian Union of Public Employees, Local 723.

Only applications with the following documentation will be considered:

1. School District 72 (Campbell River) Application For Employment - Non-Teaching—available on the School District website at www.sd72.bc.ca.
   (resumes may also be attached to the application)
2. Covering letter indicating why you are seeking this position.
3. Three (3) work-related reference letters.
4. A copy of Grade 12 certificate or equivalent, if applicable.
5. A copy of B.C. TQ and/or interprovincial TQ ticket as a Carpenter.

Applications will be accepted until 4:00 p.m., **March 4, 2019.** Please apply by either:

Email: hrsupportstaff@sd72.bc.ca

OR

In writing: Human Resources – Support Staff
c/o Yves Vachon
Director, Human Resources
School District 72 (Campbell River)
425 Pinecrest Road, Campbell River, BC V9W 3P2

We thank all applicants for their interest and advise that only those applicants selected for further discussion will be contacted or acknowledged. The successful candidate(s) will be required to complete a criminal record check.

c: S. Woods, Manager of Operations
P. Reid, Supervisor, Operations & Safety
C. Stewart, Leadhand
CUPE, Local 723
Payroll & Benefits Supervisor
Payroll