



December 3rd, 2024

## 2024 – 2025 CUPE Posting

To apply please email Hannah Fletcher: [hfletcher@sd70.bc.ca](mailto:hfletcher@sd70.bc.ca). Applications will be accepted in priority order until **Tuesday December 10th, 2024, at 2:00 pm** for the following positions:

C 2025	Hrs/Wk	#	Position	Location	Rate	Duration	Start Date M-D-Y	End Date M-D-Y	Reason / Replacing / Qualifications
57	37.50	1	Operations Assistant	Maintenance	\$35.62	Regular	01-02-2025		T. Sexton
58	39.50	1	Custodian	Alberni District Secondary School Classrooms	\$31.29	Temp *TROE	12-11-2024	01-10-2025	A. Schluter
59	39.50	1	HVAC	Maintenance	\$43.07	Regular Continuing	TBD		Please see attached Job Description

## Awarded

C 2025	Hrs/Wk	#	Position	Location	Rate	Duration	Start Date M-D-Y	End Date M-D-Y	Awarded
28	30.00	1	Indigenous Support Worker	Ucluelet Secondary School	\$33.87	Temp *TROE	12-02-2024	06-27-2025	B. McCarthy
50	35.00 (Flexible Schedule within Hours)	1	Early Years Transition Facilitator	EJ Dunn Elementary School Family Hub	\$36.64	Temp (10 mth)	12-02-2024	06-30-2025	L. Russell
53	39.50	1	Electrical Apprentice	Maintenance	Please see attached Job Description	Temp	TBD	06-27-2025	Rescind
54	39.50	1	Custodian	John Howitt Elementary School All Except East & Music Room	\$31.29	Temp *TROE	12-04-2024	06-27-2025	J. McKean

55	5.00	1	Noon Hour Supervisor	Alberni Elementary School	\$29.62	Temp (10 mth)	12-04-2024	06-27-2025	Pending
56	30.00	1	Indigenous Support Worker	Bamfield Community School	\$33.87	Regular Continuing	12-04-2024		No Qualified Applicants

\* Please Note: Letter of Understanding states that an employee wishing to return before the posted end date must give two weeks' notice of return date.  
TROE = Till Return of Employee or end date whichever is first.

# **SCHOOL DISTRICT 70 PACIFIC RIM JOB DESCRIPTION**

**TITLE:** Heating/Ventilating Technician  
**LOCATION:** Maintenance Assigned to Electrical/Mechanical Crew  
**REPORTS TO:** Director of Operations  
**DATE:** December 2024

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## **SUMMARY**

Reporting to the Director of Operations and the general direction of a Working Foreman or Charge Hand performs duties related to the maintenance of School District buildings and property.

## **DUTIES**

1. Evaluate, maintain and repair heating cooling and ventilation equipment and controls to ensure appropriate heating and ventilation levels and efficiency of performance. Equipment includes pneumatic, electric and electronic DDC (direct digital control) systems.
2. Change air filters in all equipment on an established schedule.
3. Carry out work order repairs for the heating and ventilating trade.
4. Maintain a record of all work performed.
5. Maintain tools and related equipment.
6. Deliver, erect and dismantle scaffolding.
7. Read and interpret blueprints, project sketches and maintenance manuals.
8. Perform related tasks with Maintenance Crews.

## **QUALIFICATIONS**

1. A B.C. Trades Qualification that permits the employer to have a minimum of a Class "B" B.C. Gas Ticket; Class "A" is preferred.
2. Maintain appropriate BC Drivers license.
3. Ability to understand and carry out verbal and written orders.
4. Physical ability to perform the required duties.
5. Ability to care for and maintain related equipment.

## **PAY GRADE**

The Heating and Ventilation Technician is assigned to Classification #7, Heating Ventilation Technician.