

GENERAL INFORMATION	
JOB TITLE	Gas Fitter (Class A)
DEPARTMENT	Technical & Trades
REPORTS TO	Service Manager
TERMS OF EMPLOYMENT	<input type="checkbox"/> Part-Time <input checked="" type="checkbox"/> Full-Time <input type="checkbox"/> Contract
LAST UPDATED	August 25, 2020

### JOB SUMMARY

The Gas Fitter (Class A) is responsible for installing, servicing and repairing gas systems, appliance and associated accessories for industrial, commercial and institutional (ICI) facilities; ensuring work is performed in a safe and effective manner.

### JOB RESPONSIBILITIES

#### Technical

- Study drawings and specifications to determine the layout of the installation and materials required for mechanical, electrical and control systems.
- Install, test, maintain and repair gas appliances and their related components and systems in ICI facilities
  - Controls installation and wiring
  - Boiler vessel repairs
  - Vessel repairs, upgrades, start-ups
  - Preventative maintenance and upgrades
  - Troubleshoot boiler system issues
  - Commission equipment
- Test and replace defective equipment or components.
- Demonstrate understanding of control systems such as PLC systems, Honeywell FARC controllers.

#### Operations

- Deliver exceptional customer service by maintaining quality workmanship and staying on schedule and on budget.
- Communicate with Service team on customer needs, requirements and problems, providing regular status updates on job schedules and progress.
- Ensure compliance with regulatory bodies and internal company policies.
- Order supplies and materials from in house shop and outside suppliers when required.
- Review and understand issued scope of work and make recommendations on required tools and correct equipment or material needed for the project.
- Make recommendations for future maintenance based on customer equipment condition with service team.

#### General Administration

- Accurate and timely completion of service reports which clearly outline the scope of work completed, parts and time used.
- Ensure service vehicle is stocked to complete daily tasks.
- Truck inventory control and related paperwork.

## JOB COMPETENCIES

<b>Communication and Interpersonal Skills</b>	Effective communication skills are required for liaising with co-workers, customers and suppliers.
<b>Analytical Thinking</b>	Initiative and good judgement is required for troubleshooting and making decisions such as methods of repair and equipment/supplies needed.
<b>Detail Oriented</b>	Possess high attention to detail, with an ability to read and work with prints efficiently, make detailed lists and keep all documentation neat and organized.
<b>Flexible</b>	Open to change, adapting to changing scope, conditions, processes and systems; independently troubleshooting issues and identifying when to seek assistance.
<b>People Development</b>	Oversee the work of others, mentoring and training junior trades staff and apprentices.
<b>Self-Development</b>	Continual upgrading of relevant codes and legislation (Acts and Regulations), new materials, equipment, products, methods and procedures.
<b>Professionalism</b>	Provide technical guidance and support, maintaining a high duty of care to keep customers satisfied, consistently acting with honesty, integrity and credibility at all times.

## REQUIRED EXPERIENCE AND CREDENTIALS

- Hold a valid BC Class A or B gas fitting ticket.
- Hold valid Class 5 driver's license and have a clean driving record. (must provide drivers abstract)
- Meet criteria to pass various clearance checks as required by CANNEPP customers to access high security institutions.
- Working knowledge of standard practices, operations and building codes.
- Proficient with computers and Microsoft Office Suite products.
- Able and willing to travel to multiple sites, including overnight and out of town travel.
- Able and willing to work overtime and weekends.