

SCHEDULE "A" – JOB DESCRIPTION

Position Title(s):

Chief Engineer & Manager, Ice Operations

Reference No:

SR_ENG

Department:

Operations – Facility

Revision date:

July, 2016

Position Status:

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Permanent Full Time

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Temporary Position

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Permanent Part Time

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Casual / On Call (event driven)

Position Description

<i>Reports & Responsible to:</i>	<i>VP Facilities Operations</i>
<i>Position summary:</i>	<p>This position is classified as a working Manager and will perform a variety of functions which will include (but not limited to) Management and supervision of the Engineering department that includes overall facility maintenance, painting, cleaning, water testing, HVAC and mechanical equipment operation and maintenance, Managing and scheduling full time, part-time staff and subcontracted trades, operating equipment such as all Ice maintenance equipment, forklifts, power lifts, zoom booms, power tools, minor building repairs including electrical, plumbing, mechanical and other, maintenance plumbing.</p> <p>Persons in this position will manage the work above and from time to time perform all work above as well. Work with Operations and Housekeeping departments in the day to day operations.</p>
<i>Detailed Responsibilities:</i>	<p><i>Lead & Manage:</i></p> <ul style="list-style-type: none"> • Full time engineering staff. • Building Operations budget. • Part time Operations staff or contracted staff when required. • Contractors working in and around the venue. • Plan and direct the installation, testing, operation, maintenance, and repair of facilities, hockey and performance ice, and equipment. • Projects related to Building mechanical and maintenance. • Operating within our annual operations budget. • Utility conservation. • Hire, train, and mentor other engineers and supporting staff. • Make detailed plans to accomplish goals. • Draft proposals and reports for VP of Facilities Operations. <p><i>Maintain:</i></p> <ul style="list-style-type: none"> • Building mechanical equipment including but not limited to: Compressors, pumps (heat, water, and brine), building automation systems, boilers, and HVAC and plumbing systems. • Work with the Authorities having jurisdiction to comply with all engineering and facility standards.

	<ul style="list-style-type: none"> • Personal responsibility and leadership of others in ensuring compliance with facility rules, regulations and procedures regarding safety and safe work procedures. • Maintenance of compressors, motors, lines, condensers, pumps and chillers for ice plant. • All issues pertaining to the day-to-day operations of the ammonia ice plant and all other facility mechanical systems. • Liaison between the company and mechanical contractors. • Maintain detailed job logs of all duties and maintenance. <p><i>Other:</i></p> <ul style="list-style-type: none"> • Attend regular operational staff meetings, group orientations, safety meetings and training seminars as required. • Any other duties or tasks as assigned from time to time by management.
<i>Qualifications:</i>	<ul style="list-style-type: none"> • Must possess a Manitoba W Class Refrigeration Power Engineer's certificate. • 3-5 years full time experience industry and management experience. • Remains current on new developments and technologies related to facility engineering and ice maintenance. • Excellent ability to communicate with others inside and outside of the organization. • Good organizational and record keeping abilities. • Ability to maintain composure and make decisions under stressful situations. • Highly proficient in the use of Microsoft Word, Excel and Outlook • The capacity to prioritize competing demands in a diverse and evolving environment, independently managing deadlines and corresponding workload. • Sound interpersonal skills and judgment to aid in management of relationships with various clients, suppliers subordinates, peers and supervisors as required in this role. • Must be flexible and willing to work extended hours, evenings and weekends. Available for 24-hour facility related emergencies. • Strong interpersonal skills. • Must possess class 5 Manitoba drivers' license.
<i>Physical / Mentally Demanding Tasks</i>	<ol style="list-style-type: none"> 1. Flexible work schedule (including weekends, holidays and evenings). 2. Ability to multitask during extremely stressful situations while being observed by others. 3. Be of good physical condition to conduct a variety of physically challenging duties. 4. Ability to be available for work on very short notice. 5. Must be capable of lifting 20 kilogram weight to waste level. 6. Must be capable to stand and walk on concrete surfaces for periods in excess of 4 hours.
<i>Application Details</i>	<p>To apply for this position please send a resume and cover letter, including salary expectations to hr@truenorth.mb.ca. Please use the title Chief Engineer & Manager, Ice Operations in the subject line.</p> <p>Closing date: Sunday, August 14, 2016</p>