

SCHOOL DISTRICT #64 (Gulf Islands)

Job Description

Carpenter, Locksmith, Welder

SUMMARY

Performs buildings maintenance, carpentry, welding and locksmith tasks to ensure that district sites and equipment are maintained with regard to safety, serviceability and appearance.

DUTIES

- Constructs, renovates and repairs district buildings, equipment and fixtures
- Installs, replaces and repairs locks
- Keeps records of district lock and key systems
- Purchases and inventories supplies and equipment
- Maintains tools and equipment in a safe and serviceable manner
- Supervises assistant(s)
- Operates district vehicles and equipment used in construction and building maintenance
- Transports supplies and equipment
- Assists other maintenance staff in performance of their duties
- Performs grounds and/or painting duties
- Performs other assigned comparable duties which are within the area of knowledge and skills required by the job description

QUALIFICATIONS

- Grade 10
- BC Ministry of Labor Trade Ticket in Carpentry, Locksmith and Welding
- Valid BC Class 5 Drivers License
- Or an equivalent combination of two years training and experience in related work

DESIRED ASSETS

- Working knowledge of Workers' Compensation Board Safety Procedures

RELATIONSHIPS

- Responsible to Head Maintenance

APPROVED

On behalf of:
School District #64 (Gulf Islands)

Rod Scotvold
Secretary Treasurer

June 18, 2007

On behalf of:
CUPE Local 788

Peter Price
President

June 18, 2007

Classification: Operations V

JJEC approved date: May 31, 2007