

Technician/Power Engineer

Position Details

Position Title	Technician/Power Engineer
Who We Are	<p>At BCIT, we champion diversity of experiences, ideas, cultures and perspectives, to foster a community in which equality and inclusivity are embedded in everything we do. We embrace endless innovation, ignited by imagination and creativity, to improve our approaches, opportunities and outcomes. We strive to achieve excellence in everything we do, to accomplish real, measurable results. We believe in the power of collaboration to amplify our efforts and begin every interaction with a foundation of respect for others' expertise, insights and inherent worth. Our overall vision is to empower people, shape BC, and inspire global progress. If this resonates with you, come join our team as we continue to provide practical education for a complex world.</p>
Position Summary	<p>BCIT's School of Energy is seeking a regular, full-time (1.0 FTE) Technician/Power Engineer. The Technician/Power Engineer is responsible for inventory control, maintenance of training aids, repair of specialized equipment, and the setting up and demonstration of shop equipment or instructional aids in support of instruction. Operating in a quality assurance environment, this position establishes and maintains exemplary levels of customer service to students, clients, and instructional staff and ensures an adherence to safe work practices at the campus.</p>
Duties & Responsibilities	<p>DUTIES & RESPONSIBILITIES:</p> <ul style="list-style-type: none">● Conducts preventative maintenance on Power Engineering educational equipment within the learning environment. Prepares and provides maintenance schedule, inspects equipment, identifies deficiencies and takes corrective action for compliance with regulatory guidelines and Institute policies.● Remains current on new technology and regulatory requirements including changes to standards and codes related to the department. Liaises with external contacts including the Technical Safety BC to ensure compliance with legislative requirements.● Designs, develops and fabricates training modules and aids to support training requirements in consultation with the Associate Dean, Chief Instructor, and/or instructional staff; develops and/or provides operational safety manual for each instructional aid.● Sets up and modifies equipment and processes for the demonstration of specialized equipment and procedures used by the Power Engineering Group.● Provides written estimates of project planning and costs including, scheduling, parts availability and costing; subject machining, manufacturing costs and timetabling.● Implements recommendations to enhance operational efficiencies and improve programming and services; assists with the implementation of the department's planned objectives, priorities and strategies.● Represents department on various committees including the Occupational Health and Safety Committee.● Promotes and ensures compliance with safe work practice standards established by regulatory bodies and provides guidance to staff and students on safe work procedures within this environment and establishes safety best practices.● Performs checks to ensure all equipment functions safely prior to student exposure.● Ensures compliance with WHMIS, including keeping MSDS sheets up-to-date; oversees hazardous materials storage, ensuring the PEG is complying with the regulatory and legislative standards and guidelines.● Coordinates procedures for material waste collection and disposal.

- Ensures that all emergency spill kits, eyewash stations, and emergency response stations are maintained and accessible.
- In consultation with the Chief Instructor and Associate Dean, develops and implements procedures for ordering and receiving parts, supplies, equipment, inventory control and services in accordance with Institute and quality assurance guidelines.
- Reviews work orders for accuracy; identifies and resolves deficiencies; coordinates and monitors the work of contractors to ensure adherence to established standards.
- Maintains an inventory of relevant supplies and tools; provides analysis of inventory turnover, economics of reorder points, sourcing and other matters related to the efficient operation of the department.
- Starts and monitors systems on a regularly scheduled basis; maintains appropriate records, charts and manuals.
- Participates in Records Custodian training and remains current with record keeping practices, policies, and procedures (both BCIT and FOIPOP).
- Undertakes, or is responsible for the delegation of, the duties and responsibilities of Records Custodian in compliance with FOIPOP and Institute policies and procedures, including: maintaining index and retrieval system of office files through the Directory of Records Database (DRDB), or appropriate alternative; procuring file folder labels through the DRDB, or appropriate, indicating the classification to which files belong; filing incoming documents into the records management system to support the business process; and, as appropriate, assisting other staff with proper security levels to identify and retrieve active records.
- Undertakes related duties, as assigned, consistent with the job grade of this position.

Qualifications

QUALIFICATIONS:

- Completion of a 3rd Class Power Engineering Certificate. Two (2) years general trades experience and up to four (4) years current relevant experience in the building trades/maintenance industry.
- Ability to assess blueprints and make recommendations for specific trade requirements is an asset. Must be able to work independently. Proven ability to trouble shoot and resolve related issues in conjunction with the assigned level of skill, ability and education. Strong communication and interpersonal skills are required to maintain top quality customer service standards. Willingness to maintain currency in the field and learn on the job is essential. Demonstrated knowledge of mechanical tooling and equipment.
- Proficiency using Microsoft Office Word, Excel and the Internet.
- Excellent interpersonal and communication skills.
- Demonstrated ability to provide high levels of customer service.
- Strong operational and administrative skills, with a proven ability to develop, document, and implement policies and procedures.
- Excellent organization, project management, documentation, and record-keeping skills.

Please note: These are the minimum required qualifications. This position is a dayshift position as defined in Article 14.1 of the Collective Agreement.

Additional Information

BENEFITS OF WORKING AT BCIT:

- Being a part of BC's [Top 100](#) Employers, and a member of the [CCDI](#).
- A generous Total Compensation [package](#) which includes extended health and dental benefits and a superb [pension](#) plan.
- Access to [Professional Development Funds](#) and opportunities for career development.
- Increase your knowledge with [Tuition](#) waivers for BCIT courses.
- Enjoy subsidized parking and discounted access to our fitness facilities (including classes like Yoga and Zumba).
- Additional [Wellness](#) and Employee Assistance programs.

Salary Range

Pay Grade 9; \$54,595 to \$59,311 per annum.

Additional Salary Information	External hires are initially placed at the minimum of the salary range with progression to the maximum. Salary prorated based on percentage and term of appointment.
Posting Category	Facilities / Trades
School/Service Area	SOM Industrial & Mechanical Trades
Campus Location	Burnaby campus
Bargaining Unit	BCGEU Support Staff
Job Status	Regular
Full-Time/Part-Time	Full-Time
Number of Vacancies	1
Anticipated Start Date	09/21/2020
Anticipated End Date	
Competition Number	20B559
Competition Open Date	08/17/2020
Competition Close Date	
Open Until Filled?	Yes
Quicklink for Posting	http://careers.bcit.ca/postings/3242

Supplemental Questions

Required fields are indicated with an asterisk (*).

1. What is the highest level of education attained?

- GED
- High School Diploma
- Certificate
- Diploma
- Associates Degree
- Bachelors Degree
- Masters Degree
- PHD

2. How many years of experience do you have in this type of position?

- 0-1
- 1-2
- 3-5
- 6-9
- 10+

Documents Needed to Apply

Required Documents

1. Resume
2. Cover Letter

Optional Documents