



MAINTENANCE TECHNICIAN MASTER ELECTRICIAN

FULL TIME

Since 1891, Westerner Park has been a place for Central Albertans to gather and celebrate community events. Westerner Park is both an agricultural society and registered not-for-profit with charitable status. Each year, Westerner Park generates more than \$150 million in economic activity, more than 1.5 million visitors come through our gates to celebrate over 1,500 unique events. From weddings and banquets, hockey games and agricultural shows to concerts and trades shows, we continue to be there as Central Albertans join to share in their most memorable moments.

We pair first class facilities with down home service. We treat all our event organizers and guests with the same welcoming, approachable, and trustworthy style that has defined our organization for the past 129 years. We enable and service other organizations to gather and celebrate their own purpose and cause.

We are an integral part of central Alberta. We take pride in the experiences we produce and the trade and commerce we facilitate. We support the rural and urban connection in Central Alberta, inspire youth, engage arts, culture, and connect our community. Our collaborative spirit facilitates the growth and success of other non-profits and charities. We develop and apply strengths from volunteerism and partnerships for the betterment of our community as a whole.

SUMMARY

Westerner Park is Western Canada's Event Centre...Your Home for Celebration! We provide premier facilities and service for agriculture and trade, sports and entertainment, conferences, and meetings. We are community and team focused and continually growing. The Maintenance Technician, Master Electrician is a key member of the Event Delivery Venue Operations team. Under the direction of the EDVO Manager, he or she is responsible for the electrical maintenance of all buildings owned, leased and/or operated by Westerner Park. The Maintenance Technician will also take a lead and shared role in the maintenance and the preventative maintenance of Westerner Park.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Under the direction of the Event Delivery and Venue Operations, (EDVO) Manager, the Maintenance Technician is responsible for the following:

Maintenance

- Performs work in accordance to established process and practices.
- Works with and maintains a working relationship with contractors.
- Complies with all internal and external requirements including but not limited to environmental, health and safety, fire protection.
- Maintain lighting and RLP panels, sports lighting controls.
- Tie in power requirements for show service contractors, Westerner customers and Westerner produced events.
- Apply for electrical permits
- Install and maintain temporary power for Westerner Days, Agritrade, CFR, Dairy Showcase and other shows as required.

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- Establish inspections schedules for all electrical systems and testing/troubleshoot:
 - Regular maintenance of all electrical systems
 - emergency generators
 - annual fire extinguisher certification
 - semiannual fire suppression systems for kitchens
 - annual sprinkler system certification
 - annual fire alarm report for fire department
 - annual fire alarm verification for the City of Red Deer
- The position on a daily basis, physically and by programmed monitoring, BMS (Building Management System), checks on all mechanical, HVAC systems, boilers, programmed schedules to ensure proper preventative, and corrective maintenance is done to ensure uninterrupted operations of client's events and that asset integrity of all facilities and the grounds are maintained.
- Responds to routine and on-demand service requests and performs preventative and corrective maintenance on all facility mechanical equipment and all other systems.
- Operations, maintenance, troubleshooting and monitoring of all boilers.
- Operations, maintenance, troubleshooting of the ice plant ammonia refrigeration system.
- Operations, maintenance, troubleshooting of all underground, above ground utilities within the grounds, property.
- Maintenance and troubleshooting for repairs of all kitchen / food equipment and that it is all done to food safety regulations.
- Handling of emergencies, i.e., ammonia leaks, power failures, fire protection systems, water leaks, sewage backups, flooding etc.
- Manages work order life cycle progressing the work from dispatched through to completion and records resolution data within service maintenance management database. Ensures work completed meets quality, contract response and all other requirements.
- Utilize blueprints, wiring diagrams and manufacturer's installation manuals to complete assigned projects.
- Able to do complete the implementation of a preventative maintenance (PM) program. Ensures that deficiencies are identified, recorded, and escalated, and that related documents are maintained.
- Any other duties / responsibilities that require electrical technician skills to complete.

Equipment Operation

- Operate machinery and equipment such as forklifts, man lifts as per training.
- Hand tools, as per training.
- Monitor all tools, equipment, and machinery for needed maintenance, reporting any concerns as per training.
- Responsible for doing equipment checks, walk arounds and minor maintenance before and after operation of equipment as per training.

Safety Responsibilities

- Always maintain a clean and safe job site.
- Utilize required personal protective equipment, and ensures all staff follow same guidelines.
- Understands and instructs crew members on proper job site security procedures.
- Ensures all installation work is performed in accordance with industry and company standards.

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- Ensures all equipment is used in a safe manner and maintenance procedures are followed.
- Ensures all company safety policies and procedures are adhered to.
- Participates in safety meetings.
- Participated in staff safety training.

Client Relations

- Assists in enhancing tenant and customer satisfaction and maintaining positive relations through a way work is performed and services delivered.

Administration

- Participates in and assists with facility-related projects.
- Able to complete and maintain an annual and long-term budgets. That includes contractor maintenance programs, inspections and both long- and short-term projects.
- Ensures the way work is performed follows corporate and legislated policies, procedures, practices, and guidelines related to environmental, health and safety, fire protection and any other applicable requirements.
- Submits all expenditures on a timely basis.
- Diplomatically handle challenging or tense interpersonal situations, with staff and customers.
- Other duties as assigned.

QUALIFICATION AND REQUIREMENTS

- High school diploma plus trades training and/or certification or licensing.
- Electrical Engineering Technology diploma or equivalent experience.
- 5 years + in the electrical trade with 2 years Master Electrician focused.
- Demonstrable knowledge and skills for electrical installation, maintenance, and repair of electrical systems.
- Sound knowledge of processes and practices relating to facility operations and maintenance.
- Demonstrated ability to maintain, troubleshoot and repair (as per applicable qualifications) mechanical and other building systems and equipment.
- Possesses a strong environmental, health, and safety mindset.
- Strong client-service orientation along with a high sense of urgency.
- Knowledge and understanding of Building Automation Systems (BAS) / (BMS).
- First Aid training.
- Familiar with SDS/MSDS, Material Safety Data Sheets.
- Excellent oral and written communication skills.
- Basic computer knowledge, familiar with SharePoint, Excel, Word, and Office 365.
- Able to use computer skills to access schedules, SOP's, general inquiries, as well as fill in reports as needed.
- Effective communication skills for the purpose of data relay, exchange, feedback, and clarification.
- Mentoring skills required to support lower-level technician's development.
- Must be able and willing to work shifts, be available for on-call/standby and emergency callouts as they arise.
- Must strictly adhere to Health and Safety policies including wearing required Personal Protective Equipment (PPE)

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- Ability to work outdoors in inclement weather.
- Must be capable of obtaining appropriate security clearance.
- Valid drivers' license.

Licenses and/or Professional Accreditation (one of the following bullet points)

- High school diploma plus trades training and/or certification or licensing.
- Electrical Engineering Technology diploma or equivalent experience.
- 5 years + in the electrical trade with 2 years Master Electrician focused.

CORE COMPETENCIES

- Decision making authority
- Mechanical and Technical Aptitude
- Customer Focused
- Ability to work in confined spaces, heavy lifting
- Strong analytical, problem solving and organizational skills
- Client and guest experience minded
- Accountability and Dependability
- Coaching
- Staff Management
- Development and Continual Learning
- Communication and Teamwork
- Stress Management
- Quality Orientation
- Adaptability / Flexibility
- Creative and Innovative Thinking
- Decision Making, Judgement and Problem Solving
- Planning and Organizing
- Ability to work under pressure and as part of a team

WORK ENVIRONMENT

Given Westerner Park is in the Major Events industry, this individual will need the ability to be adaptable and flexible with their time. Work will include evenings and/or weekend shifts as event volume dictates.

AFFILIATIONS Member of Westerner Employee Association

RATE \$34.66 - \$39.27

TO APPLY Please email your Cover Letter and Resume to Human Resources with your name and the name of the position you are applying for in the subject line to HR@westernerpark.ca

This job description is not intended to be all inclusive and successful incumbents may perform other related duties as requested to meet the ongoing needs of the organization.

Thank you for your interest with Westerner Park. We look forward to reviewing your application.

Important Message: We thank all those who apply. Only those selected for further consideration will be contacted. This position will remain posted until a successful applicant is found.

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