TOWN OF INUVIK
Northwest Territories

Job Description

Infrastructure Maintainer

IDENTIFICATION

Job Title: Infrastructure Maintainer

Reports to: Maintenance Coordinator

Job Status: Full-time

OVERVIEW

The Infrastructure Maintainer is responsible for the maintenance and, in some cases, the operation of all Town facilities, parks, playgrounds, assets, and capital plants. Reporting to the Maintenance Coordinator, the Infrastructure Maintainer is tasked with maintaining and operating Town facilities such as the Midnight Sun Complex, the Library, the Town Hall, the Youth Centre, as well as all Town parks and playgrounds, to ensure they are kept in safe and secure condition.

RESPONSIBILITIES

- Perform regular maintenance and manual labor duties
- Provide guidance to laborers as necessary for the maintenance of buildings, parks, playgrounds, recreational facilities, and other Town facilities by:
- Maintaining litter control
- Undertaking carpentry repairs, including fence repair and installation, and sign maintenance
- Preparing and maintaining graves and the cemetery
- Undertaking snow removal using both a snow blower and a variety of shovels and ice scrapers
- Painting interior and exterior surfaces of all Town assets
- Planning and completing minor plumbing repairs
- Maintaining security in Town facilities
- Providing logistical support for special events and programs such as Canada Day
- Performing other related work regarding the maintenance of the Town facilities
- Operating and maintaining equipment such as pickups, barrel crusher, tractor, street sweeper, ATV's, Skid Steer Loaders with attachments, and other similar types of equipment.
- Operating and maintaining tools such as plate packer, water pump, brush chipper, brush cutters, lawnmowers, compressor, jack hammer, steam jenny, snow blower, chainsaw, skill saw, table saw, power hand tools, and other similar types of tools.
- Performing other duties as required that are directly related to the major responsibilities of the position.

KNOWLEDGE, SKILLS, AND ABILITIES

The incumbent for this position should possess proficient knowledge in the following areas:

- The use, operation, and maintenance of light equipment used in the maintenance of buildings, recreational facilities, and other town assets (Listed above)

- The use of regular hand tools and power tools required in general building maintenance.

In addition to the required knowledge, the incumbent should also possess the following skills:

- Team building
- Decision making
- Problem solving
- Effective communication skills
- Time management skills
- Ability to read and understand labels and instructions, particularly on the use of specialized equipment, tools, and vehicles
- Ability to work under limited supervision

WORKING CONDITIONS

Physical Demands

The Infrastructure Maintainer role is physically demanding, requiring the incumbent to spend the entire workday standing, walking, and lifting heavy objects, as well as operating various heavy equipment and tools. The role also involves frequent stretching and bending, often in awkward positions, and the operation of heavy equipment and tools, which can be particularly hard on back muscles. As a result, the incumbent may experience significant muscle strain and/or injury. Additionally, the operation of potentially dangerous equipment such as chainsaws and brush cutters presents a significant risk.

Environmental Conditions

The Infrastructure Maintainer works in various environmental conditions, both indoors and outdoors, experiencing all types of weather. This can include exposure to severe weather when shoveling snow in winter and dealing with wind, rain, sun, and insects during the summer months.

Sensory Demands

Many of the tools and light equipment require significant focus and concentration during use. Improper handling of these tools and equipment can lead to injury, necessitating a high level of concentration and focus.

Mental Demands

Workloads and tight timeframes can contribute to job-related stress. Additionally, interacting with members of the public can also add to workplace stress.

I certify that I have read and understand the responsibilities assigned to this position.

_____ _____

Employee's Printed Name Employee's Signature

The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.