
FACILITIES SUBSECTOR COLLECTIVE AGREEMENT BENCHMARK

Job Family: Trades

Class Series: Millwright (Industrial Mechanic)

Grid: MA33

Class Title: Head Millwright (Industrial Mechanic)

I. Level Definition

Positions at this level spend the majority of time performing skilled millwright work at the journeyman level in assembling, installing, aligning, altering, repairing, maintaining, troubleshooting, inspecting, dismantling and moving industrial machinery and mechanical equipment in compliance with applicable codes and regulations. Fabricates and installs machine parts and components. Supervises designated Millwrights and Millwright apprentices.

II. Typical Duties

- (1) Supervises designated Millwrights, Millwright apprentices, as well as Maintenance Workers by performing duties such as scheduling and coordinating work assignments, inspecting completed work projects to ensure conformance with established standards, applicable codes and regulations. May, as required, provide work direction to other trade-related journeyman for work requests/projects. Evaluates employee performance and determines related training and orientation requirements. May establish and oversee a preventative maintenance program.
- (2) Reviews work requests and consults with user departments regarding specifications and other project requirements; interprets blueprints, drawings and specifications to determine the required materials and equipment; calculates materials and labour in estimating the cost of projects and makes recommendations as required.
- (3) Prepares for work project by performing operational and safety risk assessments, arranges work schedules with user departments and assembles supplies, tools and equipment.
- (4) Maintains, repairs, and installs machinery and equipment such as fans, pumps, turbines, compressors, electric motors, gear reducers, and pneumatic tube systems, and aligns parts or components.
- (5) Calculates strengths and safe working loads of materials to remove and install heavy machinery. Using hoisting and moving equipment, positions the pieces of unassembled equipment when it arrives. Assembles and installs equipment such as shafting, conveyors, and tram rails and constructs foundation for machines. Aligns machines and equipment using hoists, jacks, hand tools and lasers.
- (6) Machines ferrous, non-ferrous, composite materials and/or parts to required tolerance using a variety of tools and equipment such as lathe or milling machine to grind, file, and turn machine parts to dimensional specifications.
- (7) Carries out the mechanical preventative maintenance program by inspecting machinery and components for repair and maintenance needs. Performs diagnostic correction and repair utilizing recognized methods which may include the use of computer software. Maintains fan bearings, adjusts valves and seals, and replaces worn or failed components such as belts, gaskets and sheaves. Clean and lubricate as required.
- (8) Assigns work tasks to designated staff and provides related training and orientation.
- (9) Maintains an inventory of supplies, equipment and tools; completes related reports and records; recommends purchase of related supplies and equipment.
- (10) Performs other related duties as assigned.

III. Qualifications

(1) Education, Training and Experience

Certificate of Apprenticeship or Trades Qualification Certificate as a journeyman Millwright (Industrial Mechanic) recognized by the Province of B.C. Four years' recent, related experience or an equivalent combination of education, training and experience.

(2) Skills and Abilities

- (i) Ability to communicate effectively both verbally and in writing.
- (ii) Ability to deal with others effectively.
- (iii) Physical ability to carry out the duties of the position.
- (iv) Ability to supervise.
- (v) Ability to read and interpret blueprints, drawings, and specifications.
- (vi) Ability to organize work.
- (vii) Ability to operate related equipment.