**JOB DESCRIPTION**

| **Title** | Technician | |
| --- | --- | --- |
| **Reports To** | [Insert Name Here | |
| **Type** | FULL TIME/PART TIME/ | **Date** |

**Job Purpose**

The Technician will be responsible for servicing and operating on various systems and equipment. The technician must have knowledge related to mechanical, electrical or plumbing tasks, must be able to identify technical or operational issues and execute repairs as they are identified.

**Key Responsibilities**

Key responsibilities include, but are not limited to the following:

* Troubleshooting and diagnosing faulty equipment or systems.
* Executing repairs as they are identified.
* Assessing and improving existing systems to maximise efficiency and reduce costs.
* Performing regular maintenance to ensure all equipment and systems are up to date, safe to use and in accordance with manufacturer  
  guidelines.
* Ensuring all systems and equipment are safe to use and adhering to health and safety regulations and standards.
* Installing and/or assembling equipment or electrical/mechanical  
  systems.
* Recommending process improvements and modifications.
* Producing regular reports on the status of equipment/systems.
* Conducting regular inspections and tests of equipment/systems to ensure quality control.
* Determining estimated deadlines for any installations or repairs.
* Adjusting electrical/mechanical components to client or company  
  specifications.
* Keeping detailed records related to equipment/systems.
* Collaborating with other teams to maximize efficiency of equipment and systems.
* Having an understanding of reading and interpreting blueprints and  
  equipment manuals.
* Additional duties and responsibilities as assigned or required.

**Core Competencies**

* Effective and efficient communication skills via verbal, and written methods
* Ability to handle multiple priorities and multitask
* Demonstrates understanding of own role and responsibilities
* Ability to to work independently or in a team environment
* Attention to detail and ability to identify discrepancies or errors as they arise
* Ability to maintain composure and remain solution oriented when presented with challenges
* Ability to work in a fast paced environment
* Takes initiative and seeks out new opportunities to improve processes or systems

**Key Qualifications**

* High school diploma or equivalent (General Education Development  
  certificate) is required.
* Post secondary education and credentials in a relevant field are  
  required/an asset
* Licensed to work as a technician as required by local/provincial  
  regulations
* Knowledge of mechanical, electrical, and/or plumbing systems and equipment
* XX years of experience working as a technician, technician apprentice, or other relevant work experience

**Working Conditions**

* The standard workweek for this position is [insert #] hours.
* The standard business hours for this position are [insert core hours]. Overtime and hours worked outside of the standard work schedule may be required.
* Lifting, bending, and stretching required
* Repetitive movements while carrying heavy objects up to (XX) lbs
* Protective clothing or personal protective equipment may be required to be worn
* Exposure to noise and vibration
* Standing for extended periods
* This position is onsite