

**Job Title:** Maintenance Technician

**Location:** Tunis, Ontario Canada

**Reports to:** Manager

**Summary:** Maintenance Technician is accountable for maintenance activities of the station including operating as per direction of the Manager, in accordance to the Boilers and pressure Vessel Act, engaging in minor maintenance activities, trouble shooting equipment, development of maintenance and operational procedures, training manuals, conducting safety and environmental inspections, leading other disciplines in project management, and other related duties. This includes achieving effective operational results with time spans (longest target completion time) of three (3) months.

Maintenance Technician is accountable to the Manager and operates within the context and prescribed limits established by the Manager.

**Job Description:** With safety as a priority, the Maintenance Technician is expected to perform the following tasks:

- Provides scheduling and assists in providing technical expertise, conduct pre-job briefings and post job debriefings, assist colleagues to resolve problems, monitor tasks, coach and provide feedback of task performance, assist Operating Technician in investigating and resolving problems, report incidents, accidents or safety concerns, makes recommendation to the manager on hiring, performance appraisal and performance issues;
- Provide input to the Operations Management on business plans and corporate discretion, and ensures on-going appropriate relationships with other employees and contractors;
- Ensure the delivery of optional results against appropriate performance metrics such as budget targets, station unit availability, reliability and capacity;
- Specifically monitors and maintains power plant equipment in accordance with the Operating Engineers' Act of Ontario and all other regulatory bodies. These activities include the maintenance of generator, sets, transformer and high voltage switchgear, plant water treatment systems, communications systems, computers, fire systems, boilers, mobile equipment and security systems;
- Identifies process improvement opportunities; researches product procurement options;
- Provide mentoring to fellow employees to achieve employee development goals and objectives and participates in plant committees or teams as requested, such as Health, Safety & Environmental, Process Improvements, Environmental Management System Designate, Emergency Response Planning Designate, etc);

- Monitor and analyze equipment performance and perform trend analysis and prepare reports concerning plant operation, production and maintenance activities;
- Coordinate maintenance and equipment outages with the Plant Operating Technician, as required;
- Assist the Plant Administrator and the Plant Operating Technician in the performance of their duties as required;
- Demonstrates a high level of performance and behavioral skills, including the ability to multi-task, and make independent decisions, strong verbal and written communication skills, strong organizational skills, with the ability to manage in a dynamic high work volume environment with shifting priorities, demonstration a strong focus on safety, an interest in continuous improvement, strong team work skills, with an ability to establish effective working relationships with a variety of people and a commitment to service and excellence;

#### **Requirements:**

##### *Knowledge*

- Community College diploma in a technical discipline; qualified Millwright Ticket required.

##### *Technical Skills*

- Journeyman qualifications in at least one recognized trade with other complimentary trade experience or qualifications being an asset;
- Proven knowledge, skills and certification in one or more trade disciplines;
- Strong computer skills;

##### *Work Process Skills*

- While engaged in company business, employees are expected to conduct themselves in a courteous businesslike manner, showing respect and consideration for fellow employees and other site personnel;
- It is expected that employees cooperate with fellow employees and other site personnel to provide a productive and safe work environment;
- Cooperate with your co-workers in a manner that is positive and constructive; accept that there are different opinions and ideas; discuss issues in a professional manner looking for solutions that can be resolved at your level;
- To communicate work related issues along with recommended solutions to your coworkers and/or supervisor in a timely and professional manner;

- Communicate your intentions to your peers/supervisor in a manner that is positive and constructive;
- Be accepting of changes to your day to day routing as the business needs dictate;
- To be appropriately dressed and ready for work prior to the start of a working shift through to the end of the shift;
- Comply with all Atlantic Power policies and procedures.

*Application*

- Successfully and safely perform regular, emergency and major operational tasks on all power plant equipment, such as steam turbines, gas generators, electrical and steam generators, DCS, PLCs, gas generator controls, water treatment and/or water, wood handling and pneumatic/hydraulic systems, wood fired boiler and auxiliaries and coordinates maintenance and repairs by others on plant equipment and control/communications systems.