



## JOB POSTING

No. MCSTC E-24-025

POSTED: September 13, 2024

DEADLINE: 4:30 p.m., September 19, 2024

# Skilled Trades Person in the area of Building Automation Systems (BAS) \$47.93 per hour

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*The Toronto District School Board invites applications for trades persons working with Building Automation. Reporting to the Maintenance Team Leader, this position will participate in BAS hardware commissioning activities and will be responsible for service and upgrades to all BAS hardware as required, to standardize equipment.*

*This work will be scheduled by the by the Maintenance Team Leader and will normally be performed on a day shift. Afternoon shifts may be required on occasion to accommodate construction related activities.*

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**This position will also be advertised externally.**

### **Vacancy/Region:**

- 1 Vacancy – LC1 North (1NH)
- 1 Vacancy – LC2 South (2SH)

### **Effective:**

Immediate  
November 2024

### **Qualifications:**

- **Applicants must hold relevant Trade Certificate/Certificate of Qualification (C of Q).**
- Preference will be given to those who possess a C of Q as an Electrician, in Electronics or as an HVAC Mechanic.
- Knowledge and experience in BAS computer peripherals, software applications and also hardware repair/replacement.
- Experience in troubleshooting heating, ventilation, air conditioning, refrigeration, air handling problems.
- Computer literacy.
- Demonstrated knowledge of the Board's safety procedures and the Occupational Health Regulations for construction and industrial projects.
- Ability to communicate effectively.
- Reliable record of attendance and punctuality.
- Ability and willingness to work in a team environment.
- **Must possess a legally valid, non-probationary driver's license and maintain a driving record for which the TDSB insurance provider will extend coverage at all times.**

**Successful candidates will be required to augment their operational expertise with training in programming the Delta and Automated Logic BAS systems and other systems as required.**

## Duties/Requirements:

- Repair or replace failed BAS hardware, panels, and sensors.
- Calibrate field sensing devices.
- Access BAS software to calibrate and read programs for troubleshooting purposes.
- Perform preventive maintenance on BAS systems and components as per a schedule developed by the BAS Team Leader.
- Assist in commissioning of new BAS systems/additions.
- Replacement of all field devices sensors, transducers and transformers.
- Respond to critical alarms generated by BAS monitoring equipment.
- Maintain parts inventories and monitor replacement rates.
- Analyse and identify operational and mechanical concerns to all BAS controlled equipment and resolve problems.
- Schedule preventive BAS measures prior to failure.
- Restore, transfer, back-up and upgrade software to all facilities.
- Maintain back-ups of all BAS related databases.
- Other duties as assigned.

## Notes:

1. *It is the applicant's responsibility to ensure their resume / application is received prior to 4:30 pm on the closing date.*
2. *A separate resume / application must be submitted for each job posting.*
3. *Applications will not be acknowledged in writing. Applicants selected for an interview will be contacted by telephone.*

## Applications:

- Are to be submitted no later than **4:30 p.m. on September 19, 2024.**
- **Must include** a copy of your **Certificate of Qualifications (CofQ)** in a relevant Trade and/or relevant certificates.
- Received after the deadline will be considered late.
- Should be submitted using only **ONE** of the following methods:
  1. Email to [ESUnitsDandE@tdsb.on.ca](mailto:ESUnitsDandE@tdsb.on.ca) in MS Word or PDF format only
  2. Fax to (416) 393-8878.
- Please ensure to include the Trade name in the heading of your email.

The Toronto District School Board adheres to equitable hiring, employment, and promotion practices.

We strive to provide accommodation needs consistent with the *Ontario Human Rights Code*. Applicants are encouraged to make their needs for accommodation known in advance during the hiring process.

Information regarding accessibility to TDSB locations is available at:

<https://www.tdsb.on.ca/Portals/0/AboutUs/employment/AccessibleSites.pdf>

The Toronto District School Board is deeply committed to promoting Truth, Reconciliation, and the rights of Indigenous Peoples, Human Rights, Equity, and Anti-Racism, and the elimination of Oppressive Practices in our schools, our workplaces, and in the communities we serve. We strongly encourage applications from all individuals including those with varied lived experiences that can contribute to the diversification of the workforce at TDSB.

*Only applicants selected for an interview will be contacted. Applications will not be acknowledged in writing*