



**Position Title:** Housing Technician (2 positions)

**Position Status:** Full-Time Regular

**Department:** Regional Planning and Housing Services

**Employee Group:** GVRDEU

**Location:** 4515 Central Boulevard, Burnaby

**Salary Range/ Wage Rate:** \$3,314.40 bi-weekly plus 6.25% deferred compensation

**Metro Vancouver Housing operates 49 affordable housing sites across the lower mainland, housing 3400 families. The sites are primarily made up of town homes and low-rise apartment buildings. The team of Housing Technicians play a vital role in the capital maintenance and building component renewals.**

**Our Regional Planning & Housing Services Department is seeking a Housing Technician - Capital Maintenance who will be responsible for conducting building inspections, creating scopes of work, and managing and reviewing the work for compliance. The work primarily involves, but is not limited to: building envelope (including roofing) repairs and renewals. Additionally, there is some building services work, including; electrical, mechanical, service plumbing, elevators, fire alarms, etc.**

**You are a team player who can work independently and has excellent critical thinking and communication skills. The ideal candidate will have specific training in building envelope principles, industry standards, regulatory requirements, construction contract administration and sound construction knowledge.**

**This role:** *(The duties described hereunder are intended to be representative of the position and are not to be considered all inclusive.)*

- Support Housing staff, as required, in the execution of their responsibilities.
- Assure projects undertaken proceed according to specifications and drawings in a timely, cost effective and efficient manner.
- Perform field/site inspections of residential civil, mechanical and electrical systems.
- Provide recommendations for improvements resulting from inspections.
- Responsible to develop scopes of work, cost estimates, specifications, project coordination and field inspections for maintenance and smaller capital projects.

- Provide accurate field documentation and oversee the creation of “as constructed” drawings.
- Perform research of materials, equipment and construction related procedures.
- Develop and process permit applications.
- Assist in the development of standard drawings and specifications for commonly performed maintenance work.
- Prepare progress payments.
- Liaise with contractors and organizes scheduling priorities between Operations, Maintenance, and tenants.
- Supervise and train subordinates as required
- Work in compliance with all MVHC safety policies, procedures and WorkSafeBC regulations

**To be successful, you have:**

- Grade 12, plus graduation from an Institute of Technology Diploma program in Architectural & Building Engineering, Civil or Mechanical, with a minimum of six (6) years related work experience OR an equivalent combination of training and related work experience.
- Good knowledge and understanding of residential building and construction techniques and practices. Experience with one or more construction trades would be an asset.
- General understanding of the current BC Building Code with strong knowledge and an ability to accurately apply applicable portions of the current BC Building Code as it relates to wood frame residential multi family housing.
- Aptitude for diagnosing and proposing solutions for problems related to wood frame multifamily complexes, including building envelope, civil, mechanical and electrical systems.
- Ability to assess the quality of work being carried out by contractors and to provide clear and firm direction to contractors.
- Knowledge of the Master Municipal Construction Documents and ability to develop structured and meaningful specifications for maintenance and smaller capital projects.
- Ability to efficiently manage a large volume of smaller projects.
- Strong verbal and written communication skills and an ability to clearly, calmly and respectfully respond to issues and inquiries from staff, contractors, tenants, the public, etc.
- Ability to maintain timely and clear written and digital records of field inspections.
- Initiative and ability to work cooperatively and effectively in a team environment.
- Ability to use computerized maintenance management software, maintenance tracking/reporting, project scheduling, spreadsheets, database and word processing software effectively.
- Ability to read and understand construction drawings and specifications.
- Working knowledge and interpretation of contract law.
- Sound knowledge of WorkSafeBC regulations
- Able to develop strong knowledge of MV corporate contracting, purchasing, and safety policies.
- Demonstrated ability to supervise and train staff.
- Demonstrate a willingness and ability to undertake additional training relating to the duties of the position.

- Membership or eligibility for membership as a Technologist or Technician with the Association of Applied Science Technologists and Technicians of B.C. is preferred.
- Valid Class 5 B.C. Driver's License.

**Our Vision:**

Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.

We are committed to diversity, equity and inclusion and being representative of the region we serve. We invite all qualified candidates to apply including Indigenous People, visible minorities, immigrants, 2SLGBTQI+, all genders and persons with disabilities. Accommodations will be provided upon request during the selection process.

*Please follow this link <https://metrovancover.org/about-us/careers> to our Careers page where you can submit your application by November 8, 2023.*