

Position Title:	Millwright (Licensed)	Location:	All
Department:	Maintenance	Wage Grid:	M3
Reports to:	Facilities Manager	Direct Reports:	None

Highline Vision and Values:

We aim to passionately nourish people, community and environment, through embracing our core values which include:

We do the right thing, always. We lead the way. We are fanatical about quality. We are transparent in our relationships. We always consider the human element. We embrace diversity and inclusion.

Position Summary:

Provide extensive service in dismantling machinery, transferring equipment, inspecting, adjusting, interpreting blueprints, and installing equipment while following safety rules and regulations

Expected Outcomes:

1. General Duties:

- a. Reading diagrams and schematic drawings to determine work procedures
- b. Installing machinery and mechanical equipment using hand and power tools
- c. Inspecting and examining machinery and equipment to detect irregularities and malfunctions
- d. Adjusting machinery and repairing or replacing defective parts
- e. Operating machine tools to fabricate parts required during overhaul, maintenance or set-up of machinery
- f. Ensuring operating safety devices function properly on completion of repairs, modifications and installations
- g. Keeping detailed and accurate maintenance reports and documentation
- h. Cleaning, lubricating and performing other routine maintenance work on machinery
- i. Adhering to workplace safety policies, regulations and compliances
- j. Maintaining a clean and environmentally safe work area
- k. Review and interpret engineering specifications, schematics, and blueprints to determine work procedures
- l. Transfer equipment to the applicable site for maintenance to avoid contamination or safety hazards
- m. Performing other related duties as assigned

2. Leadership & Code of Conduct

- a. Embrace and support the highline culture and values, acting as brand ambassador at all times
- b. Interact with others in a manner that promotes respect, confidentiality and dignity
- c. Develop and actively foster an engaged work force, displaying professionalism at all times

3. Safety:

- a. Adheres to the Safety Policies, including use of proper Personal Protective Equipment (PPE) and other safety equipment
- b. Reports unsafe conditions immediately to the supervisor
- c. Reports all incidents, injuries and near misses to the supervisor immediately
- d. Cooperates in the Early and Safe Return to Work Program if an injury or medical illness requires accommodation.

4. Food Safety:

- a. Follows all Good Manufacturing Practices (GMP's) as trained

5. Quality:

- a. Adheres to all quality standards per customer specifications

6. Tools and Equipment:

- a. Steel-toed safety boots and tools as required

Qualifications:

- Eligible to work in Canada
- Completion of an accredited Millwright 441 certificate program is required

- High school diploma or equivalent qualification
- A minimum of 3 years' experience as a Millwright
- In-depth knowledge of construction equipment and machinery
- Working knowledge of safety standards of equipment
- Experience using PLC's is an asset
- Experience of Mig and Stick welding - Welding experience a must
- Strong attention to detail with excellent mathematical skills
- Must be able to work well in a team environment
- Strong problem solving and analytical skills
- Fluent in written and verbal English

Required Training:

Orientation training, including, Food Safety, Attendance Policy, Conduct Policy, AODA, WHMIS, Incident Response and Reporting, Emergency Response Plan, Return to Work and Disability Management, Ergonomic Policy and the Highline Stretching Program, Workplace Violence, Harassment, Sexual Harassment and Bullying Policy, Health and Safety Policy and MOL Worker Awareness. Other training as identified from time to time by the company. Welding experience a must.

Working Conditions:

Physical:

While performing the duties of this position, the associate is frequently required to stand, walk, use hands and fingers to handle, or feel, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl. The associate is occasionally required to sit and must frequently lift and/or move more than 50 pounds.

Environment:

While performing the duties of this position, the associate is frequently exposed to moving mechanical parts. The associate is frequently exposed to wet and/or humid conditions, high, precarious places, fumes and/or airborne particles, outside weather conditions, risk of electrical shock, and vibration. The noise level in the work environment is usually moderate to occasionally loud.

Weekend and/or evening and holiday work as required. Position requires a willingness to work a flexible schedule.

This job description should not be construed as an exhaustive list of duties and responsibilities to be performed by persons assigned to this position. It is not intended to limit or in any way modify the right of the manager or supervisor to assign, direct, or control the work of associates under his or her supervision. Job descriptions may be revised at any time during the course of employment as required.

By signing below, I acknowledge that I have reviewed and accept the responsibilities noted within this job description.

Print Name

Signature

Date