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Qulliq Energy Corporation
Société d'énergie Qulliq
Qulliq Airuyaktuqtunik Ikumatjutiit

Job Description
Qulliq Energy Corporation

TITLE	Operator-in-Training	POSITION NUMBER	Various
REPORTS TO	Production Supervisor – Qikiqtaaluk South	POSITION GRADE LEVEL	B
HOME COMMUNITY	Iqaluit	POSITION TYPE	Temporary

PURPOSE

Working on a scheduled shift rotation, the Operator-in-Training is a developmental position training under the direct supervision of an experienced Plant Operator. The position is responsible for performing a variety of tasks such as general maintenance, material handling, facility organization, and various general labor activities.

At the conclusion of the training period, the incumbent will become internally certified to operate the Iqaluit power generation facility.

PRIMARY RESPONSIBILITIES

- Assists Plant Operators in performing general maintenance of plant equipment, facility, and grounds.
- Assists with scheduled maintenance such as oil and filter changes and sample tests.
- Performs plant checks to identify, document, and alert maintenance crews to possible hazards.
- Prepares and organizes waste material for transport via sealift.
- Performs generalized labour tasks including basic construction, painting, inventory management, and maintaining a safe and clean work environment.

EDUCATION AND TRAINING

- High school diploma.
- Power Engineering (fourth class) is an asset.

PRIOR EXPERIENCE

- No experience required.
- Experience in the production and distribution of power is an asset.

INTERPERSONAL SKILLS

Interaction is with fellow employees or peers within the immediate work area. Communications with others are normally routine in nature. Interactions usually involve brief, straightforward exchanges of information. The job requires every-day communication skills and common courtesy.

CONCENTRATION

Work involves a moderate degree of high alertness and concentration to complete job tasks. There are some sensory demands or job requirements for unusual vigilance or attentiveness. However, there are some time pressures to finish specific job tasks. The effect of interruptions on job results is moderate. The need for precision work is moderate.

PHYSICAL DEMANDS

Work requires heavy physical exertion and effort. Forces exerted are equivalent to lifting between 25 and 50 pounds. The need for physical stamina and endurance is great. The degree of physical strain produced on the job is high. It results in fatigue and requires periods of rest. Job requirements for manual dexterity and physical manipulation are high. Work could involve the coordination of body movements involving various and taxing postures.

SCOPE

There is a very high degree of job structure. Many job tasks are repetitive. Employees usually receive close direct and/or indirect supervision. In cases where the nature of the job requires independent work, the job tasks are very well defined with specific guidelines for decision making. The job requires the use of common sense to follow instructions and predetermined routines.

MATERIAL RESOURCES

Work requires limited responsibilities for material resources. Examples of resources could include supplies, equipment, inventories, small budgets, and other similar material assets. The employee has a very limited or indirect amount of control over these resources. Although human error might require the repair or replacement of materials, usually the cost of correcting these errors is minor. The variety of volume of resources is also very limited. Problems associated with material resources are very uncomplicated.

INFORMATION RESPONSIBILITY

Work typically requires very limited responsibility for information. Information is generally not sensitive and is non-controversial. In dealing with information, the employee uses skills such as transcribing, recording, and/or sending information. The importance of the information is usually of limited significance. Options for dealing with the information are usually prescribed and uncomplicated.

SUPERVISORY

The job does not require the provision of guidance or supervision to others. There is not formal responsibility for directing others.

WORKING CONDITIONS

Exposure to physical hazards, health and safety risks, adverse or otherwise undesirable characteristics in the environment. Personal risks require safety equipment or precautions are required to be followed closely.

AUTHORIZATION

Senior Manager (Department)	Date	President and CEO	Date
Supervisor	Date	Employee	Date

The content of this position description is intended to describe the general work being performed by the incumbent in this position. It is by no means intended to be an exhaustive list of all responsibilities and activities required of this position, nor could it be. The incumbent will be required to additional work duties assigned by Management. For express clarity, the work activities of any position at QEC will not be limited to the Position Description.