

<b>Position Title:</b>	<b>Electrician (Licensed)</b>	<b>Location:</b>	<b>ON</b>
<b>Department:</b>	<b>Maintenance</b>	<b>Wage Grid:</b>	<b>M3</b>
<b>Reports to:</b>	<b>Maintenance Manager</b>	<b>Direct Reports:</b>	<b>None</b>

**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 to conduct maintenance, fault-finding, and diagnostics on existing systems. Install new electrical systems, including lighting and heating, to Highline’s standards and to maintain those systems while upholding safety guidelines and complying with codes and regulations.

**Expected Outcomes:**

**1. General Duties**

- a. Install, maintain, and enhance electrical systems and components, including electrical controls, panel boxes, fuses, lights, and wiring
- b. Inspect on routine basis electrical equipment, wiring, fixtures and other components to ensure they remain functional and are up to code, as well as to identify any hazards or issues
- c. Test and measure voltage, loads, ground faults integrity of circuits
- d. Determine the reasons for any malfunctions of systems or components, and create a maintenance or repair plan to solve the problem
- e. Review schematics to understand the placement of wiring or to comprehend the working of the equipment to provide the right service and repairs
- f. Provide suggestions on the lifespan of equipment and other electrical components, advising when certain components should be replaced due to potential risks
- g. Keep records of all maintenance and repair work conducted, including a record of any supplies ordered and used
- h. Ensure all routine maintenance work is handled on a regular schedule to reduce the risk of larger and more complex issues and to reduce costs
- i. Ensure adequate inventory of necessary supplies and parts install surface mount and/or overhead cables
- j. Ground and bond electrical equipment, systems and structures
- k. Renovate electrical systems in commercial structures
- l. When directed, assist in other maintenance repairs within the farm
- m. Able to come in after hour call-ins
- n. Responsible with ensuring they have a valid license at all times
- o. Performs any other duties as assigned

**2. Leadership & Code of Conduct**

- a. Embraces and supports 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
  - b. Forklift
  - c. Hand and Power tools
  - d. Scissor Lift

### **Qualifications:**

- Must be eligible to work in Canada
- High School Diploma or other education requirement for the position type
- Relevant electrician certifications (Licensed 442A or 309A Electrician)
- Completion of an electrician program at a technical or trade school preferred
- 2-3 years of experience as an electrician or similar role
- Ability to operate hand and power tools associated with electrical work
- Take responsibility, pay attention to safety procedures and legal regulations
- Strong verbal and oral communication skills Preferred
- Valid driver's license
- Knowledge of computers, plc's, and frequency drives and power generation equipment operations
- Strong problem solving and analytical skills

### **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.

#### Job Specific Training –

- Department Hazard Awareness Checklist
- Forklift Certification
- Lockout/Tagout Training
- Scissor Lift Training
- Fall Arrest Training
- Machinery and Equipment Policy
- H2S Awareness
- Hot Work Training
- Ladder Safety
- Heavy Equipment Training
- Machine Guarding and Hazard Awareness Training
- Fit Test and Respirator Care
- Telehandler/Bobcat Training
- Working at Heights Training
- Power Jack Training
- Job Specific SOPs

Other training as identified from time to time by the company.

### **Working Conditions:**

#### **Physical:**

While performing the duties of this position, the associate is frequently required to stand, walk, use of hands and fingers, 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 be able to lift and/or move up to 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