

Job Title: Millwright

Requisition ID: 3705

Affiliation: CUPE Municipal

Position Type: Permanent Full Time

Number of Openings: 1

Bi-weekly Working Hours: 80 hours bi-weekly

Shift/Work Schedule: 4 x 10-hour shifts per week

Department/ Branch: Maintenance, Environmental Services

Job Location: Fort McMurray

Pay Level: PL11

Market Rate*: \$ 63.83

COLA: Bi-Weekly - \$480

Posted (dd/mm/yyyy): 09/08/2025

Closing Date (dd/mm/yyyy): 24/08/2025

Posting Type: Internal and External

* This position's pay rate has been adjusted to reflect current market conditions. The non-market, evaluated permanent rate of pay for this position is 58.52.

GENERAL DESCRIPTION:

Under general supervision, the Millwright performs skilled journeyperson level work. Work involves preventative and corrective maintenance, inspections, modifications, and installing/dismantling of systems and projects, as well as troubleshooting, diagnosing, and repairing municipal equipment. The incumbent will be responsible for inspecting the work of contractors, demonstrating sound judgement, and working toward reducing errors to prevent unsafe and deteriorated equipment, health and safety risks to the public, and liabilities to the municipality. This position is required to exercise a considerable degree of independent judgement, although the work is subject to inspection.

RESPONSIBILITIES:

- Install, repair, overhaul, remove, and test mechanical equipment such as pumps, motors, drive units, mixers, generators, blowers, compressors, collector chains, sprockets, conveyors, heat exchangers, and various piping systems.
- Construct, install, and level frameworks, foundations, and anchors for equipment.
- Align frames, couplings, bearings, shafts, and various drives using assorted fastening devices and measurement indicators.
- Identify and connect external piping such as water supply, drains, and lubrication hoses.
- Examine and diagnose equipment for excessive vibration, temperature, speed, and lubrication abnormalities under operating conditions. Adjust pulleys, belts, packing and drive units as required.
- Install and maintain hydraulic, pneumatic, and specialty systems including chlorine systems and boilers.
- Adjust, repair, or replace components such as pumps, accumulators, control valves, cylinders, control switches, and safety devices.
- Respond to, troubleshoot, and find solutions for complex and unique issues with various types of equipment relating to the trade.
- Read and interpret layouts, drawings, blueprints, and manufacturer's specifications.
- Complete field level hazard assessments (FLHAs) and incident reports as necessary.
- Identify and purchase parts and supplies using department policies for guidance.
- Operate various equipment related to the trade.
- Maintain all facility logbooks as required to support the operation.
- Provide written notes and feedback on work orders or other forms of communication.
- Provide guidance, instruction, and direction to assigned helpers or apprentices as required.

- Respond to call outs and emergencies as required.
- Participate in development of trade related preventative maintenance tasks and procedures.
- Provide guidance, instruction, and direction to assigned helpers or apprentices as required.
- Participate actively as a team member and support various health and safety, energy conservation, and operational cost effectiveness initiatives.
- Complete training and participate in the RMWB training program as required by operations.
- Perform other related duties as required.

QUALIFICATIONS

KNOWLEDGE, SKILLS, AND ABILITIES:

- Considerable knowledge of the standard methods, practices, materials, tools, and equipment of the millwright trade.
- Knowledge about, and experience working within, all applicable safety procedures and occupational health and safety regulations including, but not limited to, confined space entry, rigging, scaffolds and platforms, hoists and lifting devices, energy isolation, and fall protection.
- Considerable knowledge of the occupational hazards and safety precautions applicable to the work of the trade, and the ability to implement safe work practices including, but not limited to, the use of personal protective equipment (PPE).
- Familiarity with the work of related trades and contractors.
- Ability to interpret, understand, and execute verbal/written instructions and technical plans/specifications.
- Skill in the use and care of a variety of hand and power tools and equipment of the trade.
- Ability to set priorities and respond to emergency situations.
- High degree of attention to detail and accuracy.
- Must be able to communicate effectively both verbally and in writing.
- Proficient math, numeracy and reading skills.

EDUCATION AND EXPERIENCE:

- High School Diploma or GED equivalent is required.
- Certified Journeyman in the trade of Millwright.
- Three (3) years of journeyman experience in the trade of Millwright in a commercial or industrial environment is required.
- Experience in municipal operations is an asset.
- Industrial training in Confined Space, Lock Out Tag Out (LOTO), Safe Work Permitting & H2S awareness considered an asset.

OTHER REQUIREMENTS:

- Submission of a Criminal Record Check.
- A valid Class five (5) Operator's License is required as incumbent will be required to operate a personal or municipal vehicle for business use on a regular basis.
- Must be willing to work outside in all conditions.
- Immunizations are strongly recommended for work in unsanitary conditions.
- Must be medically and physically able to perform all duties of the position on an ongoing basis.

SAFETY:

As an employee of the Regional Municipality of Wood Buffalo, the incumbent is responsible for understanding and actively participating in the RMWB's health and safety management system, including all policies, practices, procedures, as well as properly utilizing all control measures including the required use of personal protective equipment. All employees must take reasonable care to protect the health and safety of themselves and others, as well as immediately report any concerns, near misses, incidents, and hazardous conditions to their supervisor.

**To apply: Please visit our website at jobs.rmwb.ca
Current employees must apply through the internal careers site.
We appreciate the interest of all applicants; however, only those individuals
selected for interviews will be contacted. Late applications will not be accepted.**