



Title of Agenda Item: Renaming of the Trade Specialist Position to Building Maintenance Technician – Public Works/ Human Resources

Submitted By: Nigel Wattley

Date Submitted: 10-14-2024

Work Session Date: 10-21-2024

Council Meeting Date: 10-21-2024

Background/History:

The Building Maintenance Division within the Public Works Department is responsible for maintaining systems and infrastructure across City buildings and structures. Their tasks involve a range of semi-skilled work, including:

- **Carpentry:** Fabricating, repairing, and installing shelves, doors, windows, and other structures.
- **Plumbing:** Replacing or repairing faucets, valves, toilets, sinks, basins, and unblocking drains.
- **Painting and Electrical:** Performing electrical work, painting, and masonry repairs.

The current position name, "Trade Specialist," does not clearly reflect these responsibilities, particularly for external job applicants. Renaming the position to the Building Maintenance Technician provides a more accurate representation of the team's scope of work and functions. Additionally, staff believes that this name change will attract more qualified applicants for the currently vacant positions, as the new title will provide a clearer understanding of the job's nature and duties.

- **Attracting Talent:** The updated name is more transparent, potentially increasing the interest of qualified applicants seeking positions related to building maintenance.
- **Recruitment:** The new title may attract a wider and more qualified pool of applicants for vacant positions within the division.

If approved, the department will officially adopt the title change to Building Maintenance Technician and update all relevant documents, signage, and communication materials to reflect this change.

Action Requested from Council:

Council approval to officially rename the position from Trade Specialist to the Building Maintenance Technician

Cost: \$ 0

Budgeted for: _____ Yes _____ No

Financial Impact:
