

Building Operator Level 3 - Introduction to Building Operations

Comp #	Type	Competency Statement	Competency Detail
43659	Safety	Describe basic lock out/tag out procedures	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe safe operating practice, differentiate electrical and mechanical 2. Describe lock out/tag out procedures <p>TASKS</p> <ol style="list-style-type: none"> 1. Follow safe operating practice 2. Perform basic lock out/tag out procedures
43660	Safety	Describe and demonstrate basic entry into confined space	<p>THEORY</p> <ol style="list-style-type: none"> 1. Define confined space 2. Identify potential hazards and reasons for these hazards 3. Identify material and mechanical hazards in confined spaces 4. Discuss practice of not working on vessel while someone else is in the vessel <p>TASKS</p> <ol style="list-style-type: none"> 1. Do a safety inspection of vessel before entry 2. Fill out vessel entry check sheet 3. Demonstrate a confined space entry
43661	Safety	Describe the hazards associated with equipment and the safety procedures to be followed	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe precautions to take when dealing with each piece of equipment 2. Some of the general hazards such as pinches and cuts <p>TASKS</p> <ol style="list-style-type: none"> 1. Perform a workplace hazardous assessment
43662	Safety	Demonstrate appropriate use of personal protective equipment	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe correct use of personal protective equipment and identify situations where protective equipment is necessary 2. Discuss safe operating practice <p>TASKS</p> <ol style="list-style-type: none"> 1. Identify personal protective equipment signage 2. Select/procure suitable personal protective equipment 3. Use appropriate personal protective equipment includes eyewear, first aid kits, gas detectors, SCBA and any other relevant equipment
43663	Safety	Provide evidence of WHMIS Certification	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe classification of controlled products and give practical examples of the classification system 2. Describe labeling of controlled products and interpret the labels 3. Describe the contents of material safety data sheets, and identify to whom and when these sheets need to be sent 4. Discuss safe operating practices 5. Describe the use, storage and disposal of chemicals 6. Identify location of MSDS books 7. Apply WHMIS guidelines to safe handling of chemicals 8. Describe the characteristics of common chemicals and their associated hazards <p>TASKS</p> <ol style="list-style-type: none"> 1. Apply WHMIS labels 2. Ensure all MSDS are current 3. Review incoming MSDS 4. Follow safe operating practice for safe handling and storage of chemicals
43664	Safety	Describe and demonstrate firefighting procedures, use of firefighting equipment and fire prevention	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe classes of fire 2. Describe safe firefighting procedures and different techniques used to fight fires in different situations 3. Explain the alarm procedures in the facility (toned alarms) 4. Inspect and describe the principles and use of firefighting equipment (including PPE) 5. Describe the maintenance and operation of a portable fire extinguisher 6. Discuss emergency response plan with respect to firefighting 7. Describe operation and location of fire detectors 8. describe generic fire evacuation procedure for single and two stage alarm systems <p>TASKS</p> <ol style="list-style-type: none"> 1. Follow fire prevention rules 2. Respond to fire emergencies 3. Explain the alarm procedures in the facility.(toned alarms) 4. Identify location of fire extinguishers 5. Inspect portable fire extinguishers 6. Take precautions to reduce static electricity

43665	Safety	Provide evidence of a current First Aid Certification	<p>THEORY</p> <ol style="list-style-type: none"> 1. Identify the need for first aid 2. Describe your limitations as a first aider <p>TASKS</p> <ol style="list-style-type: none"> 1. Administer first aid 2. Check inventory of supplies and equipment 3. Check and maintain eye wash stations 4. Maintain current First Aid Certification 5. Complete all paperwork
43666	Safety	Identify and demonstrate housekeeping chores that an operator is responsible for	<p>THEORY</p> <ol style="list-style-type: none"> 1. Discuss housekeeping required in your area 2. Identify area operators are responsible for <p>TASKS</p> <ol style="list-style-type: none"> 1. Clean working, storage and plant areas 2. Pressure wash floors and equipment 3. Handle and lift material safely 4. Do minor repairs 5. Follow environmental operating practice 6. Demonstrate safe cleaning of rotating equipment 7. Demonstrate safe cleaning of hot surfaces such as boilers, pipes, etc. 8. Demonstrate snow removal and ice melt application 9. Demonstrate HVAC equipment cleaning and filters replacement 10. Demonstrate outside housekeeping - sidewalk house keeping, roof house keeping 11. Wear the proper clothes for the weather
43667	Safety	Discuss and manage waste disposal	<p>THEORY</p> <ol style="list-style-type: none"> 1. Discuss waste disposal 2. Discuss safe handling of waste, recycling waste 3. Discuss waste management procedures plan <p>TASKS</p> <ol style="list-style-type: none"> 1. Complete waste manifest document, recycling of cardboard, e-waste, and manage construction waste
43668	Safety	Demonstrate basic product, chemical and waste storage	<p>THEORY</p> <ol style="list-style-type: none"> 1. Discuss potential contamination 2. Discuss regulations and company policy 3. Describe the awareness of sharps and biohazards in waste material and the safe handling. <p>TASKS</p> <ol style="list-style-type: none"> 1. Identify storage of hazardous waste 2. Identify storage of chemicals 3. Follow environmental operating practice 4. Demonstrate spill containment awareness and practices
43669	Safety	Discuss the responsibility of the employee in regard to Occupational Health and Safety Regulations	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the requirements for Occupational Health and Safety Regulations 2. Describe the workers' obligations and rights and the company's obligations and rights <p>TASKS</p> <ol style="list-style-type: none"> 1. Apply OH&S Regulations as applied to the worker 2. Demonstrate the use of the OH&S Regulations
43670	Safety	Discuss the need for company policies and procedures	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe where to locate the company policies and procedures 2. Describe how to comply to safe work procedures <p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate the use of safe work procedures
43671	Safety	Discuss the purpose, safe use of hand and power tools	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the correct hand or power tool to use for the job 2. Read the manufacturer's manual in the safe use of the tools, care and practice 3. Describe how to safely operate power tools 4. Describe the correct and safe use of hand tools <p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate the correct and safe use of hand and power tools as per the manufacturer's manual

43672	Safety	Discuss indoor air quality and building environment	<p>THEORY</p> <ol style="list-style-type: none"> 1. Discuss air handling equipment and how indoor air quality can be maintained or compromised through improper operation 2. Discuss aerobic and anaerobic bacteria and dip slide procedures 3. Discuss mold in buildings, flood cleanup procedures, leaky building envelopes 4. Discuss acceptable CO₂ and CO levels and their affect on occupants <p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate dip slide procedure
43673	Safety	Discuss the use of fall protection equipment	<p>THEORY</p> <ol style="list-style-type: none"> 1. Discuss the use of fall protection equipment <p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate basic use of fall protection equipment
43674	Safety	Discuss the safe use of ladders	<p>THEORY</p> <ol style="list-style-type: none"> 1. Discuss the safe use of step ladders, extension ladders 2. Discuss the weight restrictions for ladders 3. Discuss the use of ladders both indoors and outdoors <p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate the safe use of step and extension ladders
43675	Safety	Discuss Federal Bill C – 45 (Criminal Code 217)	<p>THEORY</p> <ol style="list-style-type: none"> 1. Discuss the employees' and employers' responsibility for Bill C – 45 <p>TASKS</p> <ol style="list-style-type: none"> 1. Comply with Bill C - 45
43676	Safety	Discuss Workman Compensation Board reports	<p>THEORY</p> <ol style="list-style-type: none"> 1. Discuss both the employees' and employers' responsibility in completing WCB reports <p>TASKS</p> <ol style="list-style-type: none"> 1. Complete accident, near miss and hazardous reports for WCB
43677	Safety	Discuss clearance distances for EMF (electro magnetic fields) and micro wave transmission towers on roof tops	<p>THEORY</p> <ol style="list-style-type: none"> 1. Discuss direct line of site in laser communication 2. Discuss electro magnetic fields found on roof tops <p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate the required distances from transmission devices
43678	Interpersonal	Demonstrate basic writing skills	<p>THEORY</p> <ol style="list-style-type: none"> 1. Prepare and interpret written communication 2. Use proper grammar <p>TASKS</p> <ol style="list-style-type: none"> 1. Write internal memos 2. Complete readings and log book 3. Complete time sheets 4. Write work orders 5. Send and receive faxes 6. Compare and construct phrases, clauses and sentences
43679	Interpersonal	Provide evidence of good reading skills and comprehension using the English language	<p>THEORY</p> <ol style="list-style-type: none"> 1. Write technical material at a grade eight level <p>TASKS</p> <ol style="list-style-type: none"> 1. Provide evidence of being able to read and understand English documents to a grade eight level
43680	Interpersonal	Demonstrate basic interpersonal communications	<p>THEORY</p> <ol style="list-style-type: none"> 1. Discuss perception and barriers 2. Discuss perception checking 3. Discuss abstractions in language 4. Discuss language of responsibility <p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate operating methods to others 2. Make sketches of changes 3. Use radio system courteously and clearly 4. Operate phone continuously and clearly 5. Use voice mail system
43681	Interpersonal	Demonstrate basic interpersonal problem resolution	<p>THEORY</p> <ol style="list-style-type: none"> 1. Identify problems 2. Investigate situation 3. Identify support required <p>TASKS</p> <ol style="list-style-type: none"> 1. Discuss problems with supervisor and peers 2. Demonstrate skills for handling difficult situations with customers 3. Follow the chain of reporting

43682	Interpersonal	Demonstrate working on a team	<p>THEORY</p> <ol style="list-style-type: none"> 1. Discuss how to work as a member of a technical team 2. Discuss how to provide constructive feedback 3. Describe how setting goals and ground rules with effective feedback will promote effective teamwork 4. Describe productive team behaviors and how to cope with non-productive behaviors with a team <p>TASKS</p> <ol style="list-style-type: none"> 1. Communicate and work positively with others
43683	Interpersonal	Demonstrate the ability to learn	<p>THEORY</p> <ol style="list-style-type: none"> 1. Name the steps of the learning process 2. Explain how to use strategies to make decisions, learn new materials, and solve problems. <p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate the ability to learn 2. Demonstrate the ability to solve personal, academic, and training problems independently 3. Demonstrate increased confidence in ability to learn new skills
43684	Computer	Demonstrate basic computer literacy	<p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate the use of Word, Excel and Outlook 2. Demonstrate file saving and relocation 3. Demonstrate keyboarding skills 4. Demonstrate use of PC and printer 5. Boot your computer system program and document files
43685	Computer	Discuss and demonstrate using computer operating systems	<p>THEORY</p> <ol style="list-style-type: none"> 1. Discuss use of operating systems 2. Describe what an operating system does 3. Identify the elements on a Windows platform 4. Recognize the common window elements, such as the title bar, menu bar, etc. <p>TASKS</p> <ol style="list-style-type: none"> 1. Minimize, maximize and restore Windows 2. Display multiple windows on the desktop simultaneously 3. Find help on topics 4. Search through the contents of disk drives
43686	Computer	Send and receive email	<p>THEORY</p> <ol style="list-style-type: none"> 1. Identify the benefits of electronic mail <p>TASKS</p> <ol style="list-style-type: none"> 1. Send and receive email with attachments (word or excel documents) 2. Communicate by electronic means
43687	Computer	Demonstrate proficiency with the use of the internet	<p>TASKS</p> <ol style="list-style-type: none"> 1. Access the web from your desktop 2. Search the internet for online support
43688	Computer	Discuss concerns related to the use of the internet	<p>THEORY</p> <ol style="list-style-type: none"> 1. Discuss the effects of viruses, worms on computers 2. Discuss the safe use of the internet 3. List the company policies on using the internet
43689	Administrative	Describe and demonstrate effective tenant relations	<p>THEORY</p> <ol style="list-style-type: none"> 1. Discuss the importance of good tenant relations 2. Describe tenant relations 3. Describe what to say, who to say it to, and how to say it <p>TASKS</p> <ol style="list-style-type: none"> 1. Participate in ongoing tenant relations 2. Handle tenant complaints 3. Keep local tenant informed 4. Maintain relations with third parties
43690	Administrative	Discuss when, how and why preventative maintenance should occur	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the preventative maintenance program/system 2. Describe the consequences of not following the preventative maintenance program and identify problems which have been caused as a result of non-compliance 3. Describe the purpose of the preventative (predictive) maintenance program 4. Explain some of the principles used in developing the preventative maintenance schedule <p>TASKS</p> <ol style="list-style-type: none"> 1. Request maintenance of equipment as prescribed or necessary

43691	Administrative	Describe the importance of annual and biannual inspections	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe who should inspect what equipment and when it should be inspected 2. Describe what needs to be looked for in an inspection 3. Describe non-equipment building inspections - windows, roofs and envelope <p>TASKS</p> <ol style="list-style-type: none"> 1. Complete an inspection
43692	Administrative	Assist with inventory and work orders	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe inventory systems 2. Describe work orders <p>TASKS</p> <ol style="list-style-type: none"> 1. Maintain inventory control 2. Complete a work order
43693	Administrative	Describe basic time management skills	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the importance of time management skills 2. Discuss the importance of taking and keeping notes from meetings, etc. 3. Describe various methods used to improve personal time management skills <p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate basic time management skills
43694	Facility and Process Equipment	Discuss and check heating boilers	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the basic types and classifications of heating <p>TASKS</p> <ol style="list-style-type: none"> 1. Do routine check of unit
43695	Facility and Process Equipment	Discuss and check refrigeration system	<p>THEORY</p> <ol style="list-style-type: none"> 1. Discuss the different types of refrigeration systems 2. Discuss the general applications of refrigeration systems <p>TASKS</p> <ol style="list-style-type: none"> 1. Do a routine check of unit
43696	Facility and Process Equipment	Describe the basic operation and required checks of heating valves	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the basic operation and purpose 2. Identify parts that need to be maintained and/or replaced 3. List the safety precautions and hazards <p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate a basic knowledge in operating heating valves 2. Perform checks on heating valves
43697	Facility and Process Equipment	Describe the basic operation of air boxes	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the basic operation and purpose 2. Identify parts that need to be maintained 3. Describe all flows <p>TASKS</p> <ol style="list-style-type: none"> 1. Operate air boxes 2. Perform basic checks on air boxes
43698	Facility and Process Equipment	Describe the basic operation of radiation unit heaters	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the basic operation and purpose 2. Describe all flows <p>TASKS</p> <ol style="list-style-type: none"> 1. Operate radiation unit heaters 2. Perform basic checks on radiation unit heaters
43699	Facility and Process Equipment	Describe the basic operation of make up air system	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the basic operation and purpose 2. Describe all flows <p>TASKS</p> <ol style="list-style-type: none"> 1. Operate make up air systems
43700	Facility and Process Equipment	Describe the basic operation of humidifiers	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the basic operation and purpose 2. Describe all flows <p>TASKS</p> <ol style="list-style-type: none"> 1. Operate humidifiers
43701	Facility and Process Equipment	Describe the basic operation and perform basic checks on mechanical system filters	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the purpose of mechanical system filters 2. Describe checking filters 3. Describe the safety hazards <p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate the proper inspection techniques for filters

43702	Facility and Process Equipment	Describe the basic operation and perform checks on mechanical system coils (cleaning)	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the purpose of mechanical system coils 2. Describe the safety hazards 3. Describe how to clean coil <p>TASKS</p> <ol style="list-style-type: none"> 1. Remove and clean coils
43703	Facility and Process Equipment	Describe the basic operation and perform basic checks on heat exchangers	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the basic principle of operation 2. Describe safety precautions 3. Describe the purpose of equipment 4. Describe all flows into and out of equipment <p>TASKS</p> <ol style="list-style-type: none"> 1. Perform basic checks the heat exchangers
43704	Facility and Process Equipment	Describe the basic operation and perform basic checks on building air-condition unit	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the basic principles of operation 2. Describe safety precautions 3. Describe the purpose of equipment 4. Describe all flows into and out of equipment <p>TASKS</p> <ol style="list-style-type: none"> 1. Perform basic checks on an air conditioning unit
43705	Facility and Process Equipment	Operate and perform basic checks on force flow general unit heater fans	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the principles of operation 2. Describe safety precautions 3. Describe the purpose of equipment 4. Describe all flows into and out of equipment <p>TASKS</p> <ol style="list-style-type: none"> 1. Perform basic checks on a forced flow general unit heater
43706	Facility and Process Equipment	Operate and perform basic checks on kitchen makeup and exhaust system	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the principles of operation 2. Describe safety precautions 3. Describe the purpose of equipment 4. Describe all flows into and out of equipment <p>TASKS</p> <ol style="list-style-type: none"> 1. Perform basic checks on kitchen makeup and exhaust system
43707	Facility and Process Equipment	Operate and perform basic checks on general exhaust system	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the principles of operation 2. Describe safety precautions 3. Describe the purpose of equipment 4. Describe all flows into and out of equipment <p>TASKS</p> <ol style="list-style-type: none"> 1. Perform basic checks on general exhaust system
43708	Facility and Process Equipment	Operate and perform basic checks on roof mounted air handling system	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the principles of operation 2. Describe safety precautions 3. Describe the purpose of equipment 4. Describe all flows into and out of equipment <p>TASKS</p> <ol style="list-style-type: none"> 1. Perform basic checks on roof mounted air handling system
43709	Facility and Process Equipment	Discuss basic overview of plumbing in a building	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the basic principles of operation 2. Describe safety precautions 3. Describe the purpose of equipment 4. Discuss low rise/ high rise water systems 5. Describe city water system pressure variations <p>TASKS</p> <ol style="list-style-type: none"> 1. Perform basic checks on plumbing systems and equipment 2. Demonstrate the proper inspection of city water supply
43710	Facility and Process Equipment	Operate and perform basic checks on cooling towers	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the principles of operation 2. Describe safety precautions 3. Describe the purpose of equipment 4. Describe the environmental safety requirements related to cooling towers <p>TASKS</p> <ol style="list-style-type: none"> 1. Perform basic checks on cooling towers

43711	Facility and process equipment	Discuss smoke evacuation and stairwell and pressurization systems	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the principals of air duct and stairwell pressurization systems 2. Describe the principals of smoke evacuation systems 3. Describe the principles of service elevation and explain the difference of stack effect verses mechanical fan removal <p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate safety around pressurized and negative pressure ducts and stairwell (loose clothing, pocket booklets, pen and pencils, etc.)
43712	Rotating Equipment	Describe the basic operation and required checks of exhaust fans	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the purpose of equipment 2. Describe principle of operation 3. Describe all flows 4. Describe start up, shut down and troubleshooting <p>TASKS</p> <ol style="list-style-type: none"> 1. Operate equipment 2. Perform basic checks on exhaust fans
43713	Rotating Equipment	Describe the basic operation and perform basic checks on pumps	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the principles of operation 2. Describe safety precautions 3. Describe the purpose of equipment 4. Describe all flows into and out of equipment <p>TASKS</p> <ol style="list-style-type: none"> 1. Perform basic checks on various pumps such as radiation pump, heating pump, glycol pump and fire booster pump
43714	Rotating Equipment	Describe the basic operation and perform basic checks on mechanical system bearings	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the purpose of mechanical system bearings 2. Describe checking bearings 3. Describe the reasons for bearing defects or wear down 4. Describe the safety hazards <p>TASKS</p> <ol style="list-style-type: none"> 1. Perform checks on mechanical system bearings
43715	Rotating Equipment	Describe the basic purpose of mechanical system lubrication	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the purpose of mechanical system lubrication 2. Describe checking lubrication 3. Describe the safety hazards <p>TASKS</p> <ol style="list-style-type: none"> 1. Change and lubricate machines
43716	Rotating Equipment	Describe the basic operation and perform basic checks on mechanical system belts	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the purpose of mechanical system belts and why they need to be changed 2. Describe checking bolts 3. Describe the safety hazards <p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate the correct inspection of rotating equipment belt systems
43717	Rotating Equipment	Describe the basic operation and perform checks on mechanical system seals and seal packing	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the purpose of mechanical system seals and packing 2. Describe checking seals and packing 3. Describe the reasons for seals and packing 4. Describe the safety hazards 5. Describe why regular packing must have some out leakage <p>TASKS</p> <ol style="list-style-type: none"> 1. Perform checks on mechanical system seals and seal packing
43718	Rotating Equipment	Describe the purpose and perform basic checks on air compressors	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the different types of air compressors <p>TASKS</p> <ol style="list-style-type: none"> 1. Perform basic checks and blow down on air compressors
43719	Rotating Equipment	Describe basic safety requirements while working around rotating equipment	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the basic safety practices to be followed when working around rotating equipment 2. Describe the regulations that must be followed when working around rotating equipment <p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate the correct safety procedures to be followed while working around rotating equipment

43720	Facility Maintenance and Construction	Perform basic maintenance on make up air systems	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe the purpose of each part 2. Identify parts that need to be maintained and/or replaced 3. List the safety precautions and hazards <p>TASKS</p> <ol style="list-style-type: none"> 1. Perform basic maintenance on make up air systems
43721	Facility Maintenance and Construction	Clean humidifiers	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe why humidifiers need maintenance and the reason why they need cleaning <p>TASKS</p> <ol style="list-style-type: none"> 1. Clean humidifiers
43722	Facility Maintenance and Construction	Describe building envelop systems	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe curtain wall systems 2. Describe EXTERIER finish and insulation systems 3. Describe roofing systems - PVC (plastic), EPDM (rubber), BUR (asphalt & gravel) and torch on (med Bitumen) <p>TASKS</p> <ol style="list-style-type: none"> 1. Describe the building envelop system in one of your buildings
43723	Utilities	Describe basic electrical concepts	<p>THEORY</p> <ol style="list-style-type: none"> 1. Describe power, electricity, how electricity is generated and lost, uses of electricity 2. Describe the various voltages used in facilities 120/208, 347 and 600 3. Discuss the hazards related to electricity 4. Discuss the types of switches used in electrical systems 5. Describe the various types of electrical meters 6. Describe emergency lighting systems <p>TASKS</p> <ol style="list-style-type: none"> 1. Demonstrate safety around electrical equipment 2. Read electrical, water and gas meters