



**Building Controls Technician**  
**Reporting to: Operations Manager**  
**Division: Ottawa BAS, VCI Controls**

## POSITION SUMMARY

This position is primarily responsible for maintaining, servicing and commissioning computerized automated building controls (HVAC). Under specific task direction, the technicians work on the maintenance or installation of VCI Controls systems at various sites. To work on various sites, you must be able to obtain government security clearance, by way of having your Canadian citizenship, which is a requirement for this position.

## QUALIFICATIONS

### Skills Required

- 5-7 years' experience in executing projects in the construction or building controls industry.
- Sound knowledge of building control systems and the construction environment.
- Electrical / Electronic / Mechanical / Control Technologies diploma or, minimum 5 - 7 years' experience in controls and/or HVAC.
- Bilingual (English and French) is a requirement.
- PC/Computer Literate.
- Able to work with minimum supervision.
- Superior time management and organization skills.
- Valid Driver's License and have own transportation.

### Personal Suitability

- Judgment & decision-making.
- Planning & organizing.
- Problem analysis & problem solving.
- Strong communication and interpersonal skills.
- Excels in collaborative work environment.
- Seeks long term development growth within company.

## WORK ENVIRONMENT

Work from home and office, and have access to a vehicle for service calls and meetings, as required.

## ABOUT UNIVERSAL PROPTech INC.

Universal PropTech Inc. (“**UPI**”) (TSXV:UPI | OTCQB:UPIPF | FSE:8LH ) is a leading building innovation company, selecting, integrating, deploying, and maintaining PropTech in healthy buildings. UPI has been successfully executing its **renewed strategy** through its agreements for several exclusive and non-exclusive indoor air quality and Covid-19 surface testing solutions.

UPI has embraced incorporating the use of Artificial Intelligence and Machine Learning into its arsenal of solutions and services.

VCI Controls Inc. (“**VCI**”), a wholly owned subsidiary of UPI, is a One-Stop-Shop for clean air and healthy building innovations. VCI provides real estate owners/managers turnkey HVAC/Building Controls design, equipment, installation and ongoing operations and maintenance services for industrial, commercial, institutional and multi-residential customers from east coast to Ontario.

VCI has a proud 40-year history with Federal Government and marquee facilities.

With headquarters in Toronto, Universal PropTech has offices across Canada including, Halifax, Montreal, and Ottawa. For more information, visit [www.universalproptech.com](http://www.universalproptech.com) and [www.vcicontrols.ca](http://www.vcicontrols.ca) .

All interested applicants please submit your resume to [careers@vcicontrols.ca](mailto:careers@vcicontrols.ca)