
JOB DESCRIPTION

JOB TITLE: CERTIFIED MECHANIC (Heavy Duty) **SCHEDULE:** A

DIVISION: ROADS & FLEET

DEPARTMENT: INFRASTRUCTURE & PUBLIC WORKS

JOB SUMMARY:

Reporting to the shop supervisor, the incumbent is responsible for skilled shop and field mechanical work at the journeyman level in the maintenance, overhaul and repair of a variety of Heavy Duty fleet and equipment. An employee of this class performs skilled mechanical and related tasks in accordance with established trade practices and exercises considerable independence of judgement and action in completing most assignments. An employee of this class may supervise and check the work of one or more subordinates performing semiskilled mechanical and related duties as required. The incumbent is responsible for ensuring that work conforms to required standards and objectives. Performs related duties.

MAJOR RESPONSIBILITIES:

Under general supervision of the Shop Supervisor:

Performs mechanical maintenance, repairs or alterations by:

- Overhauls, repairs, services, and maintains a wide variety of equipment and Heavy Duty fleet;
- Installs and repairs rear and front end assemblies, steering, hydraulic, electrical, fuel and brake systems and other related advanced mechanical tasks;
- Completes preventative maintenance equipment checks, identifying potential problems and recommending and performing repairs as required;
- Overhauls and repairs engines, transmissions, differentials, pumps, hydraulics, and various components;
- Welds and cuts using electrical and oxy/acetylene equipment, as required, to complete minor repairs;
- Changes oil, lubricates and services equipment, as required;
- Performs minor body work;
- Completes work orders, indicating details of work completed;
- Operates vehicles and equipment into position for, diagnosis, repair and overhaul;
- May supervise one or more helpers as required;

- Trouble shoots mechanical and electrical systems utilizing electrical test equipment or computerized testing equipment;
- Performs related duties as required.

QUALIFICATIONS:

Education: Completion of Grade 12. Valid BC or Inter-Provincial Heavy Duty Mechanic Qualification or a Commercial Transport Repair Certificate coupled with extensive heavy equipment experience. Commercial vehicle inspection program qualification (C.V.I.P.).

Experience: A minimum of four years of experience working as a Heavy Duty Mechanic including experience working in the trade within the previous five years. Current (within the last five years) experience with electronic and computer data analysis for trouble shooting, tune ups and adjustments.

Knowledge and Skills: Thorough knowledge of the standard practices, methods, materials, tools, and equipment used in the heavy duty mechanical trade. Thorough knowledge of the hazards and proper safety precautions related to the work performed. Ability to perform a variety of skilled mechanical and related tasks in the overhaul, repair, maintenance and adjustment of a wide variety of heavy fleet and equipment. Ability to understand and effectively carry out oral and written instructions and work from specifications, diagrams and sketches. Ability to estimate the time, equipment, materials, and personnel needed to complete specific tasks and projects. Ability to maintain records and requisition parts and materials as required. Exceptional ability to self motivate and to function effectively with minimal direction and supervision. Demonstrated judgment and problem-solving abilities. The ability to train staff. Excellent interpersonal skills to build and maintain cooperative working relationships with other City employees. Ability to deal courteously, tactfully, and diplomatically with members of the general public as well as internal and external customers. Ability to work within, and contribute to, a collaborative team environment. Demonstrated commitment to customer service. Sufficient physical strength and stamina to perform the required duties. Demonstrated competence in operating a computer in a Windows-based environment. Knowledge of WorkSafe BC regulations, occupational hazards and safe work procedures as it relates to the position, including but not limited to: bullying and harassment, working alone and other significant hazards.

Valid BC Drivers license:

Yes – Valid BC driver's license, unrestricted class 3 with airbrake endorsement

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Date prepared: September 20, 2006

Date revised:

Revised by: