

EMPLOYMENT POSTING



Posting Title: Head Mechanic - E965OP23
Department: Operations Department
Closing: March 10, 2023
Pay Rate: \$46.39
Hours: 40 hours per week. 8 hours per day between 7:30 am and 4:30 pm, Monday to Friday, with a ½ hour unpaid meal break. May be required to work afternoon shift when necessary, 3:30 pm to 11:30 pm, with a ½ hour paid meal break.
Union/Exempt: CUPE Local 105

Reporting to Operations Management the successful candidate will be employed in our Heavy Duty/Automotive Mechanical Shop working on the maintenance, and repairs of all categories of Municipal vehicles and equipment. The successful candidate will have direct responsibility for the operation, quality and efficiency of the shop. The applicant must possess a valid B.C. Trades Certificate in Heavy Duty Mechanics or Commercial Transport. Responsibilities include the delegation of routine and preventive maintenance and repairs, vehicle information and preventive maintenance record keeping, estimating repair costs, tendering for vehicles and equipment and providing supervision. Other duties may be assigned as required. The successful applicant must meet the physical demands of the position, and comply with safe work practices. The ability to work in a team and independently is required.

QUALIFICATIONS:

In order to be considered for this position you must have the following:

Required:

- Dogwood Diploma or GED;
- Valid Class 5 BC Driver's Licence (Driver's Abstract required);
- Valid B.C. Trades Certification as a Heavy-Duty Mechanic or Commercial Transport Vehicle Mechanic;
- Emergency First Aid (Level 1);
- WHMIS Certification; and,
- Must be able to obtain a RCMP Criminal Record & Vulnerable Sector Check. Results of which will be reviewed by the City for employment.

The following will be required within 2 years:

- Class 3 with Air Endorsement Drivers Licence and will be required to obtain within 2 years; and,

- Certification in the Commercial Vehicle Inspection Program will be required once eligible and a training course is available.

REQUIRED KNOWLEDGE, SKILLS AND ABILITY:

- Six (6) years previous experience in Heavy Duty/Commercial required;
- Experience with propane, welding, oxygen-acetylene, small engine repair, computers and computer diagnostics;
- Forklift experience and Certified Forklift Operator preferred;
- Previous shop supervision experience;
- Ability to service and repair heavy duty equipment, including dozers, excavators, trucks and snow removal equipment is essential;
- Ability to perform repairs on small equipment, standby generators and pumps is desirable;
- Ability to supervise mechanic department employees when required;
- Computer experience preferred (Computerized stock inventory);
- Must be able to work with minimum supervision and have a high level of self-motivation;
- Able to follow safe work practices;
- Ability to work with co-workers and public in a courteous and tactful manner;
- Good interpersonal skills, good communicator both written and verbal, a team player, willing to continually upgrade skills and knowledge as needed;
- Ability to perform heavy manual tasks for extended periods of time;
- Must work independently and is expected to maintain a schedule of work. Any problems may result in increased stress to complete tasks in a limited time; and,
- Other duties as required.

FITNESS REQUIREMENT:

- Must be clean shaven to enable a respirator to be worn as per WorkSafe BC Regulations;
- Ability to pass an annual full-face respirator fit test;
- Good physical condition with sufficient strength and stamina to perform heavy manual work outside in the presence of all-weather conditions; and,
- Heavy lifting, pulling and managing equipment/objects are part of the assigned tasks. Employees must be able to handle weight up to 100 lbs and able to lift 40 lb.

Please submit your cover letter and resume to:

Human Resources Department
City of Prince Rupert | Operations Department
424 3rd Avenue West, Prince Rupert, BC V8J 1L7

Email (pdf form): hrop@princerupert.ca

Application Deadline: March 10, 2023

Note: **We thank all applicants for their interest in this position, however, only those applicants selected for an interview will be contacted.**