



## County of Forty Mile No. 8 Job Posting

### Heavy Duty Mechanic

<b>Position Working Title</b>	Heavy Duty Mechanic
<b>Position Base</b>	Foremost, AB

#### The Opportunity

The County of Forty Mile No. 8 (the “County”) is seeking an experienced and highly motivated Heavy Duty Mechanic to join our team. Under the general direction of the Municipal Supervisor or his designate, the Heavy Duty Mechanic is responsible for safely and efficiently completing scheduled and unscheduled maintenance and repairs on the County’s fleet of on-road and off-road equipment and vehicles, focusing primarily on heavy duty equipment. The role involves performing routine and preventative inspections and maintenance; troubleshooting and diagnosis; mechanical and electrical repairs; and tune-ups, adjustments, and overhauls of various components.

This position plays a vital role in the day-to-day operations of the County by ensuring the County’s fleet of equipment is safe and operates without interruption. The successful candidate must work collaboratively with other County departments and will be a key contributor to the achievement of the County’s strategic goals and the Public Works department’s operational deliverables.

This posting is for one (1) full-time position and is based in Foremost.

#### About You

You are a hard worker and a team player who is seeking a safe, collaborative, and professional work environment. You must be committed to public service, continuous improvement, and supporting the County’s vision of a vibrant and spirited community. If you can think critically, solve problems, adapt quickly, and are committed to getting the job done, you will enjoy working at the County. The County is committed to providing a fair, inclusive, and respectful work environment to its employees.

The position's wage, listed below, and benefits are as per C.U.P.E Local 3395 Collective Agreement.

**Heavy Duty Mechanic:** \$40.96 - \$42.21 per hour

Please submit your resume to: [info@fortymile.ab.ca](mailto:info@fortymile.ab.ca)



## **County of Forty Mile No. 8**

### **Job Posting**

### **Heavy Duty Mechanic**

#### **Primary Duties and Responsibilities**

1. Perform scheduled inspections, preventative maintenance, and repairs on heavy equipment such as heavy-duty trucks (gravel, water, and oil distribution), trailers, graders, fire engines, loaders, tractors, sprayers, mowers, etc., and light-duty automotive equipment;
2. Diagnose electrical, mechanical, and hydraulic equipment issues and determine repairs and parts required to minimize equipment downtime; conduct servicing that includes but is not limited to oil changes, lubrication, tune-ups, etc.;
3. Repair or replace components such as fuel systems, brakes, suspension, engines, drivetrains, and electrical systems; provide guidance and advice on equipment maintenance to operators; perform Alberta Commercial Vehicle Inspection Program (CVIP) inspections;
4. Work on high pressure hydraulic systems, electronic systems, and high pressure air and air brake systems; perform work on vehicles and equipment with high horsepower and high torque diesel engines with regulation compliant emission systems;
5. In conjunction with the Parts Clerk, research, source, and order parts for repair, maintenance, and improvements to equipment; maintain accurate maintenance records, work orders, and parts inventory;
6. Perform preventative maintenance to maximize reliability and reduce downtime; prioritize repair and maintenance tasks effectively, adapting to changing operational needs; complete assignments with precision and efficiency, managing time to meet deadlines;
7. Safely operate hoists and overhead cranes, shop tools, mobile equipment, and other machinery; perform safety and maintenance checks on workshop equipment; maintain a clean, organized, and hazard-free shop to ensure a safe work environment;
8. Mentor apprentice technicians and oversee contracted repair services to ensure quality and efficiency; perform service calls for equipment/vehicles located at different work sites with varying temperature and weather conditions;
9. Undertake training and professional development to ensure that licensing and permitting requirements are met; assist in conducting ongoing research into new

service technologies and trends, providing recommendations for improvements;

10. Perform all assigned work in workman-like manner, in accordance with applicable best practices, and demonstrate pride in carrying out the work;
11. Adhere to all applicable legislative requirements, County policies, and standard operating procedures regarding work performed and equipment operation and maintenance;
12. Take accountability for working in compliance with the Alberta Occupational Health and Safety Act, Regulation and Code and the County's Safety Manual;
13. Collaborate effectively with other County departments and staff to achieve project and County goals, demonstrating adaptability to perform other required duties on any project as needed;
14. Comply with all safety protocols, including use of personal protective equipment (PPE), and actively participate in safety initiatives, including Job Hazard Assessments, Field Level Risk Assessments, and safety meetings;
15. Embrace a culture of continuous improvement by seeking opportunities to enhance equipment operation techniques and efficiency;
16. Demonstrate initiative, manage time and resources effectively and productively, and perform or assist with equipment cleaning, repair, and overhaul in County shops when not working in the field; and
17. Must work during any emergency, as determined by the Director of Operations or designate; perform any other duties as assigned by the supervisor.

### **Required Qualifications, Skills, and Abilities**

1. Inter-Provincial Red Seal Heavy Duty Mechanic and/or Journeyman Heavy Equipment Technician certification and up to three (3) years of experience in heavy-duty mechanical maintenance and repair;
2. Licensed to perform Alberta Commercial Vehicle Inspection Program (CVIP) inspections or the ability to obtain the license within six (6) months of the start of employment with the County;
3. At minimum, a Class 5 driver's license, which must be maintained at all times and is a condition of employment. Preference will be given to candidates with a Class 1 or Class 3 driver's license;
4. A Driver's Abstract and a Criminal Record Check, both of which must be acceptable to the County, may be required prior to the start of employment;

5. Detailed knowledge of preventative maintenance practices and repair procedures on light and heavy-duty vehicles and equipment, preferably in the municipal sector;
6. Experience with the disassembly, repair, and reassembly of heavy-duty as well as automotive components such as engines, transmissions, cooling systems, fuel and exhaust systems, brakes, clutches, differentials, hydraulics, electrical systems and lubrication systems;
7. Knowledge and understanding of applicable Provincial and Federal transportation-related legislation;
8. Superior skills in electrical and hydraulic diagnostics on a diverse array of equipment, including ability to use available proprietary diagnostic software; demonstrated ability to understand, diagnose and repair multiplex wiring systems;
9. Proficient in independently operating and loading and unloading of position-related heavy and light equipment to and from various locations and worksites under varying conditions;
10. Independently perform duties after-hours when needed and respond to any emergency, as determined by the Director of Operations or designate;
11. Strong problem-solving, decision making and analytical skills; and ability to identify and correct potential safety hazards.
12. Capable of using hand and power tools to perform essential and incidental manual tasks associated with position-related equipment operation, maintenance, and repair;
13. At all times, must exhibit: respectful, harassment-free behavior towards colleagues, supervisors, and the public; integrity, honesty, and fidelity to the County and in the work performed; respect for authority; and utmost regard for the County's interests and reputation;
14. Well-developed written and oral communication skills and the ability to follow oral and written directions;
15. Strong interpersonal and collaboration skills along with a demonstrated safety awareness, customer focus, and the ability to work as part of a team;
16. Well-developed planning and organizing skills and dependability for completing all aspects of the position;
17. Capable of courteously and professionally dealing with the general public and responding to their questions or concerns considerately; and

18. Skilled in establishing and maintaining cooperative, effective, and productive working relationships with colleagues.

### **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position and may not be limited to:

1. Must possess the physical capacity, ability, and aptitude to perform tasks that are labour intensive and include but are not limited to operating equipment controls, lifting, climbing, bending, digging and operating hand and power tools frequently throughout the workday;
2. Must have the manual dexterity to handle and work with various materials and objects which are essential aspects of this position; must be able to use hands to handle, or feel objects, tools, or controls and can grasp and assemble objects with two (2) hands;
3. Ability to sit, stand, and lay down on ones back or chest; bend, push, pull, be seated or on your feet for extended periods of time;
4. Capable of frequent and extended periods of standing, sitting, and climbing into and out of equipment using 3-point contact regularly;
5. Ability to lift, carry, stack, push, and pull objects weighing 25-60 kilograms (55-132lbs) occasionally during the workday and exert 5 -15 kilograms (11-33 lbs.) of force to lift, carry, stack, push, and pull or otherwise move objects regularly during the workday;
6. Stooping, kneeling, crouching, twisting/turning and reaching; bending at the waist; able to sit, stand, walk, carry, and exert force for prolonged periods of time;
7. Specific vision abilities include close vision, distance vision, color distinction, peripheral vision, depth perception, and the ability to adjust focus, with or without correction; and
8. Must hear in the normal audio range, with or without correction.

### **Work Environment**

The work environment characteristics described here are representative of those an employee would typically encounter while performing the essential functions of this job and may not be limited to:

1. A mix of sedentary and physical labor duties; mostly working indoors, but work in field throughout the County, at other County facilities, and work sites is required;
2. Indoor and outdoor work with exposure to weather extremes; standing and walking on a concrete floor or gravel and working in dry, wet, icy, dusty, and uneven ground conditions;
3. Exposure to noise, dust, grease, fumes, noxious odors, gases, mechanical and electrical hazards, domestic animals, insects, and wildlife;
4. Working in a variety of conditions, including unpleasant and uncomfortable conditions, close quarters, in the vicinity of moving mechanical parts, vibrations, etc.;
5. The noise level in the various working environments ranges from quiet to loud; where exposed to excess noise, must be able to wear hearing protection;
6. Chemical handling and exposure; and
7. Working alone

*This job description is only a summary of the typical functions of the position, not an exhaustive or comprehensive list of all possible duties, responsibilities, and tasks. The County reserves the right to add to, alter, or modify the duties, responsibilities, and tasks of this position at any time.*