



CITY OF
PRINCE GEORGE

JOB DESCRIPTION

JOB TITLE: CERTIFIED HEAVY DUTY EQUIPMENT TECHNICIAN **SCHEDULE:** A

DIVISION: ROADS & FLEET

DEPARTMENT: CIVIC OPERATIONS

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 a safe and efficient manner 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 quality standards and objectives. The work is physical involving considerable standing, bending, crawling, lifting, climbing, pulling and reaching. Due to the size and complexity of the equipment, the incumbent must be conscious of the impact on people, equipment, work area and environment when performing their work. Performs related duties, as required.

MAJOR RESPONSIBILITIES:

Under general supervision of the Shop Supervisor, responsibilities include:

- Overhauling, repairing, servicing, and maintaining a wide variety of equipment and heavy duty fleet;
- Diagnosing mechanical and electrical system faults or malfunctions utilizing electronic and computerized testing equipment to determine the extent of the repair required;
- Identifying and repairing problems in structural, mechanical and hydraulic systems;
- Installing, repairing and adjusting rear and front end assemblies, steering, hydraulic, electrical, fuel and brake systems and other related advanced mechanical tasks;
- Overhauling and repairing engines, transmissions, differentials, pumps, hydraulics, and various components;
- Completing preventative maintenance equipment checks, identifying potential problems and recommending and performing repairs as required;

- Welding and cutting using electrical and oxy/acetylene equipment, as required, to complete minor repairs;
- Cleaning, changing oil and lubricating equipment, as required;
- Performing minor body work, as required;
- Completing work orders indicating details of work completed;
- Moving vehicles and equipment into position for diagnosis, repair and overhaul;
- Supervising one or more helpers, as required; and
- Performing related duties, as required.

QUALIFICATIONS:

Education: Completion of Grade 12. A valid BC or Inter-Provincial Heavy Duty Equipment Technician qualification (formerly Heavy Duty Mechanic) or a Certified Truck and Transport Mechanic qualification coupled with extensive heavy equipment experience. A Commercial Vehicle Inspection Program endorsement (C.V.I.P.).

Experience: A minimum of five years of current experience working as a Heavy Duty Equipment Technician (also known as Heavy Duty Mechanic). Current experience (within the last five years) 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 Driver's License: Yes – Valid BC driver's license, unrestricted class 3 with airbrake endorsement

Vehicle Usage: Yes – City owned vehicles.

Police Information Check: Yes – As a condition of employment, must be able to obtain and maintain a clear Police Information Check for offenses related to the position.

Baseline Hearing Test: Yes.

Prepared by: Terry Hawkes, Sandra Caffrey

Date prepared: September 20, 2006

Date revised: December 15, 2020

Revised by: Lesley Hempsall, Jordan Wiseman