

MECHANIC

PREAMBLE

This series includes positions in the Department of Natural Resources involved in the maintenance and repair of all field equipment used in the district. The equipment includes trucks, tractors, ski-dozers, front-end loaders, road graders, all mowers, power toboggans, snow blowers, boats and outboard motors, chain saws, fire fighting equipment, etc. Employees are not necessarily required to be proficient in the maintenance and repair of all the equipment in the district.

The first level is the full working level; the second level involves supervisory and administrative responsibilities in addition to maintaining and repairing equipment.

Exclusions

This series will not include those positions requiring mechanical work at the journeyman level.

MECHANIC 1

GENERAL

Employees in this class report to a Senior Mechanic or designate and have responsibility for the maintenance and repair of a variety of mechanical equipment, from small motors to heavy duty equipment such as road graders. The work may involve repairing, rebuilding, remodelling, assembling, installing, welding, overhauling and diagnosing, and the recording of work performed.

TYPICAL DUTIES

Services, maintains and repairs all equipment operated by the district, including heavy duty equipment repair and overhaul.

Estimates amount of repair work required.

May be required to construct specialized equipment such as ski hill snow grooming equipment.

Records all repair work carried out.

Operates all power and hand tools of the trade.

Keeps working areas in a clean and safe condition.

Performs other related duties as assigned.

QUALIFICATIONS

Knowledge, Abilities and Skills

Knowledge of operating principles of diesel and gasoline motors, hydraulics.

Knowledge of standard practices, methods, tools and equipment relating to mechanical maintenance and repair.

Knowledge of occupational hazards and safety precautions and procedures.

Education, Training and Experience

Certificate or Diploma in Small Motor Repair and three years' experience in mechanical maintenance and repair or a combination of education and experience acceptable to the Civil Service Commission.

MECHANIC 2

GENERAL

Employees in this class, in addition to carrying out maintenance and repair of a variety of mechanical equipment, have supervisory and administrative responsibilities or responsibility for the operation of a district mechanical shop with or without the requirement to supervise staff. Employees work under the supervision of a Park Ranger or designate.

TYPICAL DUTIES

Supervises the work of employees servicing, maintaining, repairing, rebuilding, remodelling, assembling, installing, welding, overhauling, diagnosing, and recording work performed.

Responsible for equipment and parts inventory and ordering of parts, tools and supplies, fuel records.

Assists in the selection of staff, trains and develops staff, and recommends disciplinary action.

Maintains attendance records, assigns workload, and prepares reports.

May be responsible for the security, maintenance and repair of the physical shop.

Ensures that proper safety procedures are adhered to.

Maintains and repairs all equipment.

Performs other related duties as assigned.

QUALIFICATIONS

Knowledge, Abilities and Skills

Knowledge of operating principles of diesel and gasoline motors, hydraulics.

Knowledge of standard practices, methods, tools and equipment relating to mechanical maintenance and repair.

Knowledge of occupational hazards and safety precautions and procedures.

Supervisory skills.

Education, Training and Experience

Diploma or Certificate in Small Motor Repair and five years' experience in mechanical maintenance and repair, one year's experience in a supervisory capacity or a combination of education and experience acceptable to the Civil Service Commission.