



Portugal Cove St. Philip's

Town of
Portugal Cove-St. Philip's

Employment Opportunity

<u>Position Title:</u>	Heavy Duty Equipment Mechanic
<u>Salary Classification:</u>	Heavy Duty Equipment Mechanic
<u>Departments:</u>	Public Works
<u>Status:</u>	Unionized, Permanent

The Town of Portugal Cove – St. Philip's is seeking an outgoing and enthusiastic individual to join our team as Heavy Duty Equipment Mechanic to work in the Department of Public Works.

The ideal candidate is one who reflects professionalism and integrity in all that they do. They are able to easily build relationships with others, both inside and outside the organization. Primarily, the incumbent will be responsible to perform heavy-duty equipment diagnoses, maintenance, and all forms of mechanical repair work and certified inspections as related to all vehicles within the Town fleet.

The incumbent must possess a heavy equipment technician / mechanic trade certificate as well as a minimum of three (3) to five (5) years of experience in the field. The incumbent must possess a Red Seal endorsement as well as all industry standard tools.

The Town of Portugal Cove - St. Philips is an equal opportunity employer.

Knowledge, Skills, & Abilities:

- Extensive knowledge of current vehicle diagnostic equipment and procedures.
- Extensive knowledge of preventative maintenance schedules.
- Proficiency in accurate diagnostics and repairs on all forms of vehicles, heavy equipment, light duty, recreational and small engine.
- Proficiency in equipment inspections and performance testing.
- Proficiency in troubleshooting hydraulic and electrical systems.

- Skilled in the safe operation of heavy equipment.
- Excellent mechanical aptitude, coordination and dexterity.
- Excellent understanding of municipal infrastructure and operations.
- Ability to maintain records and efficient documentation of repairs, time, invoices and parts used, and production of related reports.
- Superior customer service skills in the establishment and maintenance of a professional effective working relationship with all members of staff, Town officials and the general public.
- Ability to exercise sound judgment and discretion in decision making.
- Ability to operate basic office equipment and communicate effectively both verbally and written.
- Knowledge of computers and familiarity with standard software such as MS Office Suite.
- Ability to understand and follow complex written and oral instructions.
- Ability to work well in a team environment and able to support a work environment based on cooperation and respect.

Physical Requirements:

- While performing the essential functions of this position, there is frequent need to sit for extended period of time in vehicles or other equipment, stand, walk, talk, hear, distinguish between shades of color, use hands to finger, handle, or feel, and lift and/or move 20 pounds.
- While performing the essential functions of this position, there is a frequent need for specific visual abilities for close vision and the ability to adjust focus.
- While performing the essential functions of this position in the field, there is potential for exposure to disagreeable environmental factors, such as outside weather conditions, dampness/humidity, high level noise, vehicular traffic, toxic/caustic substances, fumes, odors, and unrestrained animals.
- Tasks involve the intermittent performance of physically demanding work, typically involving some combination of reaching, bending, stooping, kneeling, crouching, climbing, and that may involve the lifting, carrying, pushing, and/or pulling of heavy objects (50 pounds).
- Tasks involve the safe operation of motor vehicles and heavy equipment.

Key Contacts/Relationships:

External:

- Equipment and Service Providers
- Contractors
- Municipal, provincial and federal counterparts

Internal:

- All departments and staff up to and including Chief Administrative Officer

Reporting Structure:

This position reports directly to Director of Public Works.

Salary and Benefits:

Step 1	Step 2	Step 3	Step 4	Step 5
36.14	37.02	37.93	38.86	39.82

To Apply:

The deadline for applications is **Wednesday November 2, 2022** at **4:30pm**. To be considered in the applicant pool you must submit your resume and cover letter to the undersigned no later than this date.

Submit your resume package to:

Human Resources
1119 Thorburn Road
Portugal Cove St. Philip's, NL
A1M 1T6
Fax: (709) 895-3780
Careers@pcsp.ca

If you are submitting via e-mail, please use the subject line:
"Employment Opportunity – Heavy Duty Equipment Mechanic"