
MECHANIC

EXEMPT: No
Section

SALARY LEVEL: Grid 1, Band 15

LOCATION: Mason Road

APPROVED BY: Manager, Transit and Fleet

Replaces: Mechanic

DIVISION: Transit and Fleet Services/Fleet

DEPARTMENT: Community Services

SUPERVISOR: Fleet Maintenance Supervisor

DATE: Aug 2022

DATE: Nov 2020

SUMMARY: Reporting to and under the general direction of the Fleet Maintenance Coordinator, the Mechanic performs scheduled maintenance and repair of buses, trucks automotive vehicles and other equipment ensuring that work is completed to meet the expectations of internal and external customers and making the best use of resources.

KEY RESPONSIBILITIES *include:*

1. To perform scheduled maintenance on SCRД vehicles including all public transit vehicles.
2. To diagnose problems with vehicle operation, make repairs and monitor to ensure problems are properly diagnosed and corrected.
3. To operate the vehicle maintenance centre and fuel depot and ensure schedule of repairs is maintained.
4. To liaise with suppliers, BC Transit, and/or staff to diagnose and resolve problems with the operation of vehicles.
5. To perform preventative maintenance safety inspections.
6. To maintain records related to completion of work on a regular basis.
7. To comply with, and promote, safe work practices and procedures in support of a safe and healthy work environment.

TYPICAL ACTIVITIES *include:*

1. Examines vehicles and liaises with vehicle operator or Coordinator as to the nature and extent of any damage or malfunction, then plans and carries out the associated work procedures.
2. Practices safe use and procedures with hydraulic jack or hoist to gain access to mechanical units bolted to underside of vehicles.
3. Performs all aspects related to automotive repair, maintenance and rebuilding of parts such as engines, brakes, suspension and the power train.
4. Conducts all aspects of preventative maintenance program such as oil changes, lubrications, tune-ups and inspections.
5. Completes entries to computerized maintenance and asset management systems to maintain records relating to completion of servicing or repairs.
6. Responds to emergency roadside calls as required during all shift hours.

QUALIFICATIONS, EDUCATION AND EXPERIENCE

- A valid Certificate of Qualification (C of Q) or Trades Qualification (TQ) as an Automotive Mechanic, Heavy Duty Mechanic or equivalent qualification from a recognized institution,

supplemented by an Inter-Provincial Red Seal (IP) along with current Commercial Vehicle Inspector Authorization (CVIA) certification.

- Minimum of three (3) years' experience diagnosing and repairing a variety of vehicles with experience working on buses and trucks preferred.
- Valid Class 5 driver's license with air brake endorsement.

OTHER SKILLS / KNOWLEDGE/INFORMATION

- Ability to communicate effectively with internal and external customers, such as vehicle users, auto parts suppliers and BC Transit representatives.
- Ability to work independently.
- Ability to organize and prioritize workload to meet operating requirements.
- Experience with computerized maintenance and asset management systems would be an asset.
- This position involves rotating shift work, days/evenings and weekends, according to operational requirements.
- Required to be on standby on a rotational basis outside normal working hours to deal with emergency vehicle repairs.