



**FULL-TIME POSITION**  
**Journeyman Heavy Duty Mechanic**  
**Internal/External Posting**

Vulcan County invites applications from energetic, experienced, and detail-oriented individuals for the full-time position of Journeyman Heavy Duty Mechanic to commence **as soon as possible**. As a Journeyman Heavy Duty Mechanic, you will be responsible for safely and effectively performing servicing and repairs as part of the County equipment and vehicle maintenance program.

This position is required to report to the Public Works Shop at 107 3<sup>rd</sup> Street South in Vulcan Alberta, Monday to Friday for a total of 40 hours/week.

**Candidate qualifications:**

The right applicant must be willing to work in a respectful, team and safety orientated (COR Certified) atmosphere. The applicant must be willing to work alone in the field if needed. The following skillset is required for the position:

- must be journeyman certified with a minimum of 3 years experience – interprovincial certification is preferred.
- must have or be able to obtain a Commercial Vehicle Inspection license.
- must be familiar with hydraulic systems.
- must be familiar with all aspects of diesel engine repair.
- must be familiar with air brake systems.
- must have strong electrical diagnostic skills.
- must be able to use computer diagnostic systems.
- must have a valid Class 3 Drivers License with a maximum of 7 demerits – Class 1 is preferred.
- must be able to lift a minimum of 50 lbs.
- full compliment of tools are required.
- must be willing to take training courses as required.
- emergency vehicle experience would be an asset.

The hourly remuneration range for this position is \$38.78 to \$49.07. Vulcan County is a member of the Local Authorities Pension Plan (LAPP) and offers full comprehensive health benefits.

Interested candidates are invited to submit in confidence a **cover letter and resume** to the County via email to:

**Mike Kiemele**

**Director of Operations**

[Mike.kiemele@vulcancounty.ab.ca](mailto:Mike.kiemele@vulcancounty.ab.ca)

The position will remain open until a suitable candidate is found. We thank all applicants, however only those selected for an interview will be contacted.



## **JOB DESCRIPTION HEAVY DUTY TECHNICIAN**

SUPERVISOR: Public Works Shop Foreman

Approved: June 26, 2023

### **1. Purpose of Position**

- 1.1. The Heavy Equipment Technician will safely and effectively perform servicing and repairs as part of the County equipment and vehicle maintenance program.

### **2. Organization Structure**

- 2.1. Reports to the Public Works Shop Foreman;
- 2.2. Technicians operating as an Emergency Vehicle Technician (EVT) shall liaise with Authority Having Jurisdiction (AHJ)

### **3. Program Responsibilities**

This position (not listed by priority):

- 3.1. Maintains, repairs, and rebuilds heavy construction equipment including but not limited to; Motor graders, bulldozers, front end loaders, scrapers, hi-hoes, trucks and trailers and any other equipment owned by Vulcan County;
- 3.2. Maintains, repairs, and rebuilds emergency services equipment including but not limited to; tender trucks, pumper trucks rapid response vehicles and trailers and any other emergency equipment owned by Vulcan County;
- 3.3. Operates and inspects equipment to diagnose defects and tests repaired and overhauled equipment to insure operating efficiency;
- 3.4. Diagnoses and repairs equipment with multiple computer diagnostic programs and scanners.
- 3.5. Disassembles equipment including engines, transmissions, and other sub-assemblies and systems;
- 3.6. Examines parts for excessive wear using precision measuring equipment such as micrometers and gauges;
- 3.7. Replaces worn or damaged parts and reassembles and tests units in accordance with technical requirements;
- 3.8. Maintains records of work activity, equipment status, and corrective actions required;

- 3.9. Prepares reports and requisitions parts and supplies;
- 3.10. Perform repairs on equipment in the field when required;
- 3.11. Perform Commercial Vehicle Inspections on County owned vehicles;
- 3.12. Assist in shop cleanup, dumping garbage cans etc.;
- 3.13. Act in a lead capacity as needed;
- 3.14. Accepts *special duties* and other tasks as assigned. \*

*\* Each incumbent may have special skills and talents. Any **Special Duties** shall be detailed at the end of this document.*

#### 4. **General Duties and Responsibilities**

- 4.1. Ensure that the Occupational Health and Safety program of the County is adhered to, and that all personal protective equipment (PPE) issued is in good repair and utilized as intended;
- 4.2. All employees are expected to follow all current policies and bylaws as set by Vulcan County Council; it is the responsibility of the Employee to ensure they have knowledge of the policies and bylaws of Vulcan County;
- 4.3. In the event of a municipal emergency or the declaration of a state of emergency this position shall be considered as a resource which may be called upon by the Director of Emergency Management (DEM).

#### 5. **General Qualifications**

The candidate should have:

- 5.1. High school education or equivalent;
- 5.2. Four (4) years' experience as a Journeyman Heavy Duty Technician;
- 5.3. Experience in diagnosing hydraulic and air system components would be an asset.
- 5.4. Ability to learn and adapt to changing conditions.
- 5.5. Prior experience in emergency vehicle repairs or an EVT certification would be an asset;
- 5.6. Experience in pump apparatus diagnosis and repair would be an asset.

**6. Required Qualifications:**

The candidate must have:

- 6.1. Heavy Duty Journeyman Technician Red Seal Certification;
- 6.2. Knowledge of General County Operations;
- 6.3. An ability to maintain professional and personal confidences;
- 6.4. An ability to deal courteously and effectively with co-workers, members of the public, and maintain confidentiality with sensitive information and issues;
- 6.5. Valid and appropriate Alberta Driver's License with no more than seven demerits at time of appointment and throughout employment in this position. Class 3 with Q endorsement is mandatory, Class 1 is preferred;
- 6.6. Possession of a complete set of mechanics tools;
- 6.7. Able to load and unload all County Equipment on a 16-wheel trailer, or any other trailer that is required would be an asset;
- 6.8. Must have Emergency Management training to an ICS 100 level within the first 12 months of employment.

**7. Special Duties**

7.1 \_\_\_\_\_

7.2 \_\_\_\_\_

7.3 \_\_\_\_\_

**APPROVAL**



Chief Administrative Officer

June 26, 2023

Date