

SCHOOL DISTRICT NO.5 (SOUTHEAST KOOTENAY)

JOB DESCRIPTION

JOB TITLE: JOURNEYMAN - MECHANIC

JOB SUMMARY: An employee hired to perform skilled mechanical maintenance work of the school district. A general expectation that “cross-trade” co-operation will be expected. This employee is responsible to an assigned supervisor.

QUALIFICATIONS REQUIRED:

1. Grade 12 or equivalent
2. Valid British Columbia Class 2 Driver’s License with air endorsement
3. Valid British Columbia Journeyman Certification
4. Valid Commercial Transport Mechanic Certification.
5. Automotive Mechanical or Fleet Maintenance Repair Certification.
6. Commercial Vehicle Inspection License.
7. Minimum four years’ experience in the mechanical trade.
8. Some experience in welding and sheet metal fabrication.

MUST HAVE THE ABILITY TO:

1. Communicate effectively, orally and in writing.
2. Develop work methods to handle assigned tasks.
3. Proven ability to troubleshoot and solve problems related to the position.
4. Be self directed, flexible and work independently.
5. Work with disagreeable conditions.
6. Operate, maintain and repair a variety of tools and equipment related to the certification required.
7. Read and understand specialized and technical material related mechanical trades.
8. Work under pressure and meet deadlines.
9. Identify and apply a wide range of diagnostic and electronic testing concepts.
10. Keep current with all codes and regulations pertaining to the position.
11. Understand the safety requirements of working with hazardous materials and/or situations.
12. Co-ordinate work with other trades.
13. Fabricate parts and tools as required.
14. Perform the physical requirements of the job.

RESPONSIBILITIES AND DUTIES:

1. Inspect, diagnose, ascertain and repair all district school buses, fleet vehicles, and related equipment.
2. Responsible for the purchase of mechanical and shop supplies, parts and services.
3. Replace school bus drivers on short notice from time to time.

4. During the temporary absence of the supervisor and foreman, assume temporary responsibility.
5. Provide information to school district of potentially serious and/or dangerous situations.
6. Liaise with community agencies and general contractors.
7. Maintain, clean, service, adjust or repair tools and equipment related to the position.
8. Comply with all codes and regulations related to the position.
9. Perform other job related duties.