RDCO Job Description

Position Title: Fleet Mechanic
Reports To: Asset Management Analyst
Division: Engineering Services
Date: July 24, 2019

Job Purpose/Summary:
The Fleet Mechanic is responsible to perform skilled mechanical repair and maintenance work on a variety of Regional District equipment, with a particular focus on the Operations and Maintenance Vehicle Fleet. Specific duties include performance of preventative maintenance checks, routine maintenance and repair, Commercial Vehicle Inspections, ordering of required parts and file maintenance.

Principal Accountabilities:
1. Diagnose, repair, and replace all non-emergency fleet vehicles as well as a variety of other equipment.
3. Document all inspections and repairs performed and maintain files on each vehicle in the fleet.
4. Perform all work in accordance with current manufacturer’s specifications; comply with all safety procedures, and inform supervisor of safety hazards.
5. Support the fleet team by learning to follow Underwriters Laboratories of Canada (ULC) and National Fire Protection Association (NFPA) recommendations on all emergency vehicles and associated equipment/electronic systems.
6. Design and fabricate custom equipment and accessories.
7. Supply and maintain own mechanic handtools.
8. Participate on various acquisition committees.
10. Other duties as assigned.

Reporting Relationships:
Direct Reports:

Dimensions:

Knowledge, Skills & Experience:

Educational Background Required:
- Truck and Transport Mechanic Journeyman with Red Seal Certification
- Private/commercial Vehicle Inspection Certificate or equivalent (CVSE)
- Air Brake Endorsement (CVSE)
- Maintain appropriate Emergency Vehicle Technician Certification (or take basic training)
- Valid Class 3 BC Driver’s Licence
- Pleasure craft operators certificate (desired)

Experience Required:
- Five years varied experience in mechanical repair and fleet maintenance programs.
- Knowledge of techniques, tools, equipment and safety precautions pertaining to maintenance of cars, trucks and heavy trucks/mobile equipment and small engines.
- Knowledge of electric and acetylene welding techniques, tools and equipment.
- Microsoft Office
- Records management

Working Conditions:
- **Physical Effort:** Regular heavy physical exertion required.
- **Physical Environment:** Mainly in mechanic shop. Restricted spaces.
- **Mental Stress:** Very high in emergent situations with need to get equipment working quickly. Working alone with limited equipment in the field.
- **Sensory Attention:** Highly technical nature of emergency vehicle equipment.