



## Corporation of the Township of Gillies

### Heavy Equipment Mechanic– Job Duties (under review)

Wage Range \$75.00 to \$90.00 per hour

(Permanent, occasional, on-call, as needed basis)

#### Purpose of Position:

The Heavy Equipment Mechanic is responsible for performing preventative and corrective maintenance, diagnostics, and repairs on the municipality's heavy equipment and vehicles. This position is classified as *occasional* with no regular schedule and is called upon on an as-needed basis by the Roads Maintenance Coordinator, or their designate. The role supports the safe and efficient operation of the municipal road network and related equipment.

#### Scope of Position:

- To perform scheduled and unscheduled maintenance, diagnose problems, and make necessary repairs as required.
- The position is classified as occasional or as required by the municipality with no regular hours.
- The Heavy Equipment Mechanic is called in for duty on short notices by the Roads Maintenance Coordinator.
- To perform all other duties as assigned in accordance with all relevant safety laws, ministry requirements and regulations, and any other laws that are relevant.
- The Heavy Equipment Mechanic, as a municipal employee, will represent the municipality

#### Responsibilities:

- Diagnose, maintain, and repair a variety of heavy equipment including graders, backhoes, plow trucks, loaders, and other municipal vehicles.
- Perform scheduled maintenance and inspections in accordance with manufacturer specifications and applicable regulations.
- Respond to equipment breakdowns and emergency repairs in a timely and professional manner.
- Maintain accurate records of maintenance and repairs performed.
- Ensure compliance with all applicable safety regulations, municipal policies, and provincial legislation.
- Operate municipal vehicles and equipment as required to support maintenance activities.
- Perform other related duties as assigned by the Roads Maintenance Coordinator or designate.

- Work in a safe manner and follow all Health and Safety requirements.
- Respond quickly and decisively in emergency situations.
- The Heavy Equipment Mechanic will provide their own tools.
- Maintain a good understanding of municipal maintenance policies, Minimum Maintenance Standards, and other relevant legislation.
- Exercise good judgement.
- Maintain a strong work ethic.
- Effectively manage the department as required.
- Maintain a clean work environment.
- All other duties as assigned.

### **Working Relationships:**

#### **Internal:**

- Works closely with Roads Maintenance Coordinator (or their designate), Public Works staff, and other municipal departments when necessary.

#### **External:**

- May interact with equipment suppliers, service providers, and regulatory agencies regarding equipment parts, service procedures, or compliance matters.

### **Working Conditions:**

The Heavy Equipment Mechanic will operate both in the municipal maintenance garage and in the field, responding to service calls from the Roads Maintenance Coordinator on an as-needed basis. The Heavy equipment mechanic will work in all weather conditions, lift heavy items, work on various pieces of heavy machinery, adhere to strict safety protocols and follow all PPE requirements.

### **Minimum Requirements:**

- Certified Truck and Coach Technician (310T).
- Have a minimum of (3) three to (5) five years experience in public works operations, including operating a grader, snowplow, backhoe, loader.
- Maintain a valid "DZ" license and clean drivers abstract.
- Maintain physical fitness as to be capable of performing manual labour.
- Maintain specific required certification and/or tickets applicable to employment.

The municipality will not underfill the position.