

TOWN OF COMOX
CLASS SPECIFICATION

CLASS TITLE: MECHANIC

NATURE AND SCOPE OF WORK

The duties and responsibilities will primarily involve:

- carrying out maintenance and repairs on Town vehicles and emergency backup generators

as directed by the Manager of Public Works.

TYPICAL DUTIES AND RESPONSIBILITIES

- Maintenance and repairs of Town vehicles and other mechanical equipment
- Maintenance of records relating to fleet maintenance
- Development and maintenance of a preventative maintenance program for Town fleet
- Arrange equipment inspections as per provincial regulations
- Heavy-duty mechanical duties and ability to work with hand tools
- Operation of snow removal equipment as deemed necessary
- Performs other duties relating to their position as may be required from time to time

REQUIRED KNOWLEDGE AND SKILLS

- Completion of Grade 12 or equivalent
- Journey person Heavy Duty Mechanic or Red Seal Heavy Duty Equipment Technician
- At least 3 years experience as a heavy-duty mechanic with preference to experience in a public works environment
- Ability to work with hand tools
- Possess a valid Class 3 BC Driver's License complete with air endorsement
- Occupational First Aid Level 1
- Knowledge of WorkSafe BC Rules and Regulations.
- Basic office computer skills
- Good interpersonal and communication skills
- Ability to work well as a member of a team and independently
- Ability to carry out the physical demands of the job
- Sound work ethic

WORKING CONDITIONS

- Work is generally confined to a mechanic shop. There are occasions where work will be performed outdoors, potentially in inclement weather

- Travel to various sites around Town with occasional travel outside of Town
- Moderate to heavy physical activity
- Must be able to work outside of regular hours as required to meet deadlines and deal with emergency situations

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