



INTERNAL/EXTERNAL POSTING

Full Time CUPE Position

Public Works Mechanic

Competition # PWTTM-1019

Posting Date: Thursday October 10, 2019

Closing Date: Thursday October 24, 2019 at 4:00 pm

The Town of Truro will receive applications for a **Mechanic position** with the Public Works Department. This position is subject to the terms of the Collective Agreement between the Town of Truro and the Canadian Union of Public Employees (CUPE, Local 734).

Nature of the position:

The Maintenance and Repair Shop provides for the servicing, preventative maintenance and repairs for all vehicles and equipment for the Town of Truro Public Works Departments.

This position is classified at the Group I Mechanic's Level and the incumbent is required to be proficient in performing the regular and recurring servicing and repairs of all vehicles and equipment for the Town's Public Works Departments. In the absence of the Supervisor, the Mechanic may be temporarily assigned to the Supervisor's position and shall exercise the authority and responsibilities of, and shall carry out the duties of the Supervisor.

Responsibilities and duties include the management of all equipment assigned to the Maintenance and Repair Shop, ensuring compliance with safety requirements, policies and procedures. In addition, ensures departmental objectives are achieved; work is coordinated with other departments.

Qualifications and Requirements:

- Completion of grade 12 High School or equivalent;
- Valid Red Seal Mechanic License;
- Truck and Transport License considered an asset;
- Minimum of three (3) years' experience working in a related position;
- Possess a valid Class 5 Nova Scotia Driver's License (with air brake endorsement considered an asset);
- Clean drivers abstract is required;
- Working knowledge and experience of the normal operations of a Repair Shop;
- Knowledgeable and experienced in operation, maintenance and repairs of trucks with maintenance experience with municipal type equipment, hydraulics, welding, fabrication and Motor Vehicle Inspection all considered as assets;
- Experience with record keeping, bookkeeping, material handling, and documenting, an asset;
- Knowledge of Occupational Health and Safety Act relevant to the provisions that apply to this work, with knowledge of the Town's Occupational Health and Safety Program considered an asset;
- Knowledge of the operation of assigned equipment, materials, tools and procedures relevant to the work;
- Trouble shoot problems associated with assigned tools and equipment;
- Excellent communication skills (listening and oral); work effectively as a team member, respond to public inquiries, and provide high quality customer service;
- Possess leadership ability; possess problem solving ability; be self-starting and work independently and without direct supervision; possess ambition and ability to obtain positive results; have the ability to multi-task.
- Completion of Workplace Hazardous Material Information System Training (WHMIS); Emergency First Aid;
- Basic knowledge of the operation of the Transportation and Environmental Services Departments.

Working Conditions and Physical Environment:

Applicants must possess physical strength and ability to perform moderate to heavy labour, including frequent bending, walking, kneeling, and heavy lifting for extended periods of time. Applicants must be aware that the position involves frequently working near mechanical parts, with a potential exposure to loud noises. Further, applicants must recognize that the position may involve exposure to fumes, toxic or caustic chemicals and that the appropriate protective equipment must be worn when working in these conditions.

Application Provisions:

Interested applicants must submit a resume with a concise covering letter highlighting relevant qualifications and experience. Competition number must be clearly indicated on the envelope and covering letter. Only applicants selected for an interview will be contacted.

Start Date: TBD

Salary: In accordance with the Collective Agreement between the Town of Truro and CUPE Local 7 34.

In addition, the Town of Truro offers a competitive benefits and pension package to all full time employees.

Closing Date for Applications: Thursday October 24, 2019 at 4:00 pm

Forward applications to: Tammy Hamlin, Human Resource Officer
Town of Truro
695 Prince Street
Truro, NS B2N 1G5
Email: jobs@truro.ca

The Town of Truro is an Equal Opportunity Employer with an Affirmative Action Policy.