



# COLD LAKE FIRST NATIONS

## Employment Opportunity

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**Job Title:** Heavy Duty Mechanic

**Department & Location:** Public Works – Cold Lake First Nations

**Type of Position:** Full-Time, Permanent

### **Job Purpose:**

Reporting to the Public Works Manager, the employee in this position will maintain vehicles, equipment, and the Public Works Shop.

### **Duties and Responsibilities:**

- diagnose, repair, adjust, overhaul, maintain, and test mobile heavy-duty equipment.
- interpret work orders and technical manuals,
- diagnose faults or malfunctions using computerized and other testing equipment to determine extent of repair required
- adjust equipment and repair or replace defective parts, components, or systems
- test repaired equipment for proper performance and ensure that the work done meets manufacturers' specifications and legislated regulations, and
- complete service reports.
- Establish and maintain programs, procedures, and record for the maintenance, repair, and cleaning of all vehicles and equipment
- Ensure that all vehicles and equipment are serviceable, tidy, safe, and in good repair
- Instruct other employees or persons operating vehicles and equipment in the care and maintenance of them
- Organize and maintain an inventory of parts, tools, and equipment

### **Knowledge, Skills and Abilities Required:**

- Ability to effectively communicate verbally and in writing and to work independently and as part of a team
- Able to perform and prioritize multiple functions and tasks
- Physical agility and ability to perform any duties requiring physical effort
- Criminal Record Check/Vulnerable Sector Check required, First Aid Certification is considered an asset
- Class Three driver's license with Q endorsement
- Completion of grade 12 education OR a combination of education and relevant experience is required
- Class 1 (Journeyman Automotive Mechanic with Inter Provincial Ticket) - A Class 1 Mechanic can perform all the duties outlined above without formal certification.
- Class 2 (Journeyman Heavy Duty Mechanic with Inter Provincial Ticket) - A Class 2 Mechanic can perform all the duties outlined above, possesses formal "Mechanic" certification, and has a minimum of 1 year of experience as a certified Mechanic.

### **Working Conditions and/or Physical Requirements:**

- Handling heavy loads, ability to lift 100 lbs, physically demanding, hand-eye co-ordination, bending, crouching, kneeling
- Overtime may be required from time to time. Regular hours include Monday through Thursday from 08:30AM-04:30PM and Fridays from 08:30AM-02:00PM.

### **Salary, Applications, and Deadline:**

Please ensure that you meet the qualifications of the position with either the educational or employment requirements in combination and/or equivalents. Please submit your resume and cover letter to [hr@clfns.com](mailto:hr@clfns.com) by **April 20, 2021**. We thank all candidates who apply and advise that only those selected for further consideration will be contacted.