

CAW - Heavy Duty Equipment Technician

Revision Date: September 2008

Classification: Heavy Duty Equipment Technician

Unit: UNIFOR

Hay Point Range: N/A

CHARACTER OF THE JOB

The Physical Plant Department is responsible for the entire physical plant of The University, including construction, renovations, provision of utility services, and the care and maintenance of all properties.

Under general supervision, the Heavy Duty Equipment Technician is responsible for the repair and maintenance of related records of the heavy duty equipment and small engine powered equipment used by the Physical Plant Department.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES

- Maintains and repairs, front end loaders, road grader, dump trucks, garbage truck, street sweeper, agricultural tractors, skid steer loaders, riding mowers, tree spades, sweepers, pumps, hand mowers, string trimmers, blowers, snow blowers and other equipment as required
- Overhauls diesel and gasoline engines including small 2 and 4 cycle air-cooled engines
- Repairs and overhauls all vehicle mechanical components and systems except most exhaust systems, transmissions, large tire repairs and radiator repairs
- Conducts hazard assessments and assists with the development of safe job procedures.
- Participates in all safety programs and initiatives designed to ensure the well-being of all staff members.
- Assists with the commissioning and decommissioning of equipment.
- Follows and provides recommendations for the preventive maintenance schedule for servicing the Physical Plant fleet.
- Responds to urgent and unscheduled repairs by discussing with a supervisor and reorganizing work in the shop accordingly.
- Works closely with the Physical Plant trades such as welders, machinists and carpenters to co-ordinate and complete repairs
- Assists the supervisor to schedule the delivery and pickup of equipment contracted for repair to outside dealers and contractors and those required for regular maintenance in the Shop
- Orders and maintains a stock of replacement parts as authorized by the supervisor
- Assists supervisor in assessing equipment needs and developing specifications for new purchases
- Assists in evaluation and testing of equipment..
- Assists with training of staff regarding safety procedures, maintenance requirements and operation of vehicles and equipment
- Completes work orders, maintains and files all relevant vehicle records
- Carries out the duties of the Motor Vehicle Mechanic in his/her absence.

QUALIFICATIONS REQUIRED

The minimum qualifications necessary for acceptable (satisfactory) job performance are:

Level of Formal Education

- Education to an acceptable level; high school completion preferred
- Must hold a valid Interprovincial Journeyman Heavy Duty Equipment Technician License as recognized by the Province of Manitoba.
- A valid Interprovincial Truck/Transport Mechanic License as recognized by the Province of Manitoba, preferred.
- A valid Motor Vehicle Mechanic License as recognized by the Province of Manitoba., preferred
- A valid Manitoba Ozone Protection Industry Association (MOPIA) license preferred
- A valid Motor Vehicle Safety Certificate, preferred.
- Must hold a valid Class 5 Manitoba Driver's License

Experience

- A minimum of five years of related experience

Skills and Abilities

- Must have excellent diagnostic skills
- Must have demonstrated knowledge and experience in maintaining heavy duty equipment, small engines, cars, trucks and vans.
- Must be willing to take upgrading courses
- Must be well-organized
- Must have good communication skills and relate well with others
- Ability to maintain related records

Physical Requirements

- Capable of performing the duties as assigned. May be required to complete a physical capabilities assessment.

This class specification is intended to illustrate the characteristics of this classification level and should not be interpreted as a description of any one individual position within this classification level.

"In accordance with the University's Health and Safety Policy, and in support of the Workplace Safety and Health Act, Physical Plant is committed to providing a safe and healthy working environment for all staff and students.

Physical Plant will instruct all employees to complete an Orientation Workshop, normally during the first day on the job, and the Health and Safety Orientation Module, normally during the probation period. Employees will also be instructed to complete various

workshops, such as Asbestos Awareness, etc. during the first year of employment depending upon an individual's classification."