



The Corporation of the Municipality of West Nipissing

JOB POSTING

DATE: March 31, 2025

POSITION	Public Works Fleet Mechanic
REPORTING TO	Public Works Foreman
HOURS OF WORK	36 hours per week, as assigned
SALARY	\$35.12/hour, as per collective agreement

GENERAL DUTIES

- Perform preventative maintenance, repair service, and emergency repairs to Municipal vehicles, trucks, and equipment; analysis and diagnosis of vehicle and equipment components/systems; as well as welding and fabrication of specialty items and equipment.
- Perform repairs and inspections of vehicles, trucks, and equipment, road testing as required.
- Advise Manager or Supervisor of any delays and resolve problems wherever possible.
- Identify defects requiring repair, ascertain if still under warranty, and forward appropriate warranty claims information to the Manager or Supervisor.
- Perform maintenance services to vehicles, trucks, and equipment as scheduled. Advise Manager or Supervisor of any problems, and provide appropriate suggestions for safe operation of the vehicle or equipment based on current condition.
- Perform preventative/predictive maintenance as per schedule, including mandatory (e.g., legislated), pre- and post-winter, and pre- and post-season inspections.
- Perform welding of broken equipment pieces as required and fabrication of new equipment pieces for Municipal fleet or shop.
- Perform duties such as shop clean up, vehicle, equipment cleaning, shop equipment repairs, work area setup, and other related duties as assigned.
- Ensure tools and equipment used for work are maintained in safe working condition. Report tool and equipment needing repair or replacement to Supervisor or Manager.
- Tag equipment as per established policy and/or current regulations.
- Provide backup for other positions within Public Works Operations.

REQUIREMENTS

- 310-T Mechanic License (2nd or 3rd year apprentice will be considered).
- Comprehensive working knowledge of the repair, maintenance and operation of various vehicles/trucks and equipment, related electronic control devices, fuel systems, diesel engines, air brake systems, hydraulic pumps, tires, suspension, alignment, emissions, and air conditioning systems.
- Knowledge of trade standards, the industrial section of the Occupational Health and Safety Act, Ministry of Transportation guidelines, and policies.
- Ability to road test light vehicles, trucks, and equipment; perform roadside repairs; lift equipment and parts; and push and/or pull objects in order to perform repairs and service.
- Analytical and problem solving skills to assist in the resolution of complex mechanical problems.

- Computer skills with ability to create/access data in a Fleet Management System; operate automotive computer diagnostic equipment.
 - Have sufficient and appropriate experience operating various types of construction equipment, such as backhoes, loaders, excavators, tandem trucks, graders, etc.
 - Have experience operating snowplows and sanding equipment will be considered an asset.
 - Must be of a physical condition that allows him/her to perform as a full working member of the construction/maintenance crew.
 - Cardio Pulmonary Resuscitation (C.P.R.), first aid and WHMIS.
 - Basic electrical, mechanical and chemical knowledge and ability.
 - Ability to operate power tools / air tools, etc.
 - Ability to work well alone or as part of a team.
 - Ability to deal with the public in a courteous and efficient manner.
 - Ability to adapt to changing conditions.
 - Ability to work with little or no supervision.
 - Ability to work long hours during emergency conditions.
 - Ability to work outdoors and withstand extremes in weather.
 - Availability to work after hours and on weekends.
 - Availability to participate in an On Call rotation.
 - Ability to work under pressure, deal with multiple tasks and prioritize work effectively.
 - Reliable and safety oriented.
 - Shall maintain a valid driver's license.
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Applications for this position will be accepted, in confidence until **April 22, 2025** at 4:00 p.m.

Applications should be addressed to: Sonal Brahmhatt
101-225 Holditch Street, Sturgeon Falls, ON P2B 1T1
E-mail: hr@westnipissing.ca
