

EMPLOYMENT OPPORTUNITY

WOODLANDS COUNTY



About our municipality:

Woodlands County is a rural municipality approximately 150 kilometres northwest of Edmonton, with an area of 7,668 square kilometres. The County surrounds the Town of Whitecourt and includes the hamlets of Blue Ridge, Goose Lake, and Fort Assiniboine. With a population of over 4,550 people, Woodlands County is a thriving natural playground, welcoming families, businesses and tourists alike to experience and enjoy all there is to offer.



Submit your cover letter and resume by referencing the competition number.

We thank all applicants for their interest. Only those selected for interviews will be contacted.

Position Type

Permanent
Full-time (40 hours/ week)

Hours of Work

Monday to Friday
7:00 am - 3:30 pm

Competition Close Date

Friday, February 7, 2025

Heavy Duty Mechanic, Whitecourt or Fort Assiniboine Shop

Competition No: 2025-006

Reporting to the Lead Mechanic, the Heavy Duty Mechanic is responsible for performing duties on all County on-road and off-road equipment, focusing on heavy duty equipment but may be assigned to work on non-heavy duty equipment, including mechanical repairs, inspection, diagnosis, and various maintenance components.

Functional Responsibilities:

The position is responsible for:

- Perform repairs and maintenance on all fleet equipment, focusing on heavy-duty machinery
- Conduct scheduled servicing including oil changes, lubrication, tune-ups, and inspections
- Diagnose and troubleshoot mechanical issues using computerized and manual testing equipment
- Perform road tests before and after repairs to ensure proper functionality and safety
- Repair or replace components such as fuel systems, brakes, suspension, engines, drivetrains, and electrical systems
- Maintain accurate maintenance records, work orders, and parts inventory; order parts as needed within approved limits
- Mentor apprentice technicians and oversee contracted repair services to ensure quality and efficiency
- Ensure all repairs and shop operations follow County policies, safety regulations, and Alberta OHS standards
- Assist the Lead Mechanic in managing shop operations and support emergency response efforts as required

Functional Requirements:

- Worksites include a high level of noise, dust, grease and/or mud, moving vehicles or machines, and temperatures vary from very hot to very cold
- Normal safety precautions are required including the wearing of PPE such as safety boots, high visibility vest, and hearing protection
- Requires some physical exertion such as periods of standing, walking over rough and uneven terrain and recurring bending, crouching, stooping, and reaching
- Able to effectively communicate both verbally and in writing

Qualifications & Education Requirements:

- Grade 12 Diploma
- Must have a Journeyman heavy-duty certificate certification or Red Seal
- A minimum 7 years experience as a heavy-duty service technician
- Posses a valid Class 5 driver's license, Class 3 an asset
- Ability to complete Heavy Duty Vehicle Inspections an asset
- Experience performing Commercial Vehicle Inspections would be an asset
- Knowledge of inventory control and inventory systems for parts management
- Experience with Microsoft suite of software.

Contact Us

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