



Position Title:	Mechanic III	Competition No:	2025-04
Department:	Operations	Close Date:	Until Filled

Position Details:

Probation Rate: \$36.91

Regular Rate: \$38.85

Hours of Work: 40 hours/week

Employment Type: Permanent

About Us:

Located 20 minutes from Winnipeg, Selkirk is a vibrant small city with a hometown feel. Our close-knit community loves to celebrate, learn and explore in the company of good neighbours. All through the year, there are many opportunities to enjoy local talent, learn about our past and seek out new interests.

The Opportunity:

The City of Selkirk is currently in search of a **Mechanic III** to join our team. Under the direction of the Manager of Buildings and Fleet is responsible for the coordination of work, servicing, preventative maintenance and repairs for all small equipment vehicles and heavy equipment for the Corporation including Selkirk Transit and the Fire Department.

Job Duties:

1. Mechanical
 - Schedule and perform servicing, preventative maintenance and repairs for all small equipment, vehicles, and heavy equipment for the Corporation including Selkirk Transit and the Fire Department.
 - Complete vehicle safety inspections under the Manitoba Provincial Vehicle Inspection Program.
2. Administrative
 - Ensure that all necessary records of servicing, preventative maintenance and repairs are updated on a regular basis.
 - Ensure that an inventory of regularly used parts for equipment and vehicles is maintained.
 - Purchase parts and supplies for vehicles and equipment maintenance purposes under the direction of the Manager of Buildings and Fleet.
 - Contact outside repair companies for price quotes on work that cannot be handled internally by the Division.
 - Provide necessary information for reports and recommendations to the Manager of Buildings and Fleet for extensive repairs required by vehicles and equipment.
 - Provide support and training to other positions within the Operations Department.

3. Supervisory
 - May be required to lead, assign work and monitor the performance of other staff assigned to the Division.
 - Prioritize, schedule, and coordinate daily and weekly work of employees in the division.
4. Safety and Emergency Management
 - Respond to emergency and after-hours requests for services from other departments and operating personnel.
 - Provide support services as required within the City of Selkirk Emergency Plan.
5. Perform other related duties as assigned.

Qualifications and Minimum Requirements:

Minimum Requirements shall include:

- **Journeyman Mechanic Certificate** (Red Seal Heavy Duty Mechanic or Red Seal Truck Transport Mechanic).
- High school diploma or equivalent.
- Certified to carry out Provincial Vehicle Inspections up to and including large trucks, air brake vehicles and buses.
- Possession of a Valid Class 3 Manitoba Drivers License with air brake endorsement.
- Ability to use electric and gas welding and cutting equipment.
- Ability to operate heavy equipment as well as other designated equipment.
- Ability to maintain records and establish a preventative maintenance schedule.
- Must be familiar with hydraulic systems, electronic diagnostics and computerized systems.
- Must have strong trouble shooting skills for equipment and vehicles.
- Must be familiar with fuel injection systems and electronic controls.
- Ability to communicate clearly and concisely, both orally and in writing. This includes the ability to understand written and verbal instructions.
- Ability to work independently and in a team environment, with a minimum of supervision.
- Must be physically able to perform all the laboring aspects or other duties associated with the position.

Apply:

Visit our website <https://www.myselkirk.ca/employment> to apply online via our [Career Connector](#) website. Applicants will need to create a profile and submit an application for consideration.

Comments:

This unionized position is open to all applicants. Preference will be given to established (as outlined in the Collective Agreement) members of CUPE Local 336. Applications will be accepted until the position is filled.

The City of Selkirk is an equal opportunity employer, committed to providing an inclusive work environment. Applicants who require accommodation during the hiring process are encouraged to contact the [City's Human Resources Division](#).

Thank you to all who apply, however, only those candidates selected for an interview will be contacted.

NOTE: Employees will be required to adhere to the City's Vaccination Policy.