

DEPARTMENT:	<i>Engineering Operations</i>	STATUS:	Full Time
NO. OF POSITIONS:	<i>One</i>	UNION:	<i>CUPE, Local 387</i>
HOURS OF WORK:	<i>40 hours per week*</i>	SALARY:	<i>\$47.63 per hour (2024 rates) plus comprehensive benefits package</i>

As a central hub in the Metro Vancouver area, the City of New Westminster delivers a broad spectrum of urban services to over 85,000 residents. New Westminster is rich in history with a viable and thriving economy and has a population representative of the diversity of the region. The City is staffed by talented and dedicated employees who work together to achieve its strategic vision. We have earned a proud reputation for civic leadership, service delivery, and outstanding employee relations.

We are seeking a skilled and motivated **Subforeperson – Mechanic** to join our Fleet Services team. In this leadership role, you will work alongside a team of experienced mechanics to ensure the efficient repair, overhaul, servicing, and maintenance of City vehicles, including light-duty, heavy-duty, and specialized equipment.

The Subforeperson – Mechanic serves as a working leader, providing guidance and technical direction to other mechanics and apprentices. You will oversee the quality and safety of work performed, assist in scheduling daily assignments, and serve as a key point of contact for operational and technical issues in the shop.

#### Key Responsibilities:

- Lead and participate in the diagnosis, repair, maintenance, and overhaul of automotive and heavy-duty vehicles and equipment.
- Provide mentorship and technical support to apprentices and mechanics; foster a collaborative learning environment.
- Review work orders and assign tasks in coordination with the Foreperson or Supervisor; ensure timely completion of repairs.
- Perform gas and electric welding, fabrication, and machining work as required in mechanical servicing.
- Interpret schematics, technical diagrams, and manufacturer instructions to guide work processes.
- Monitor and enforce safety procedures, ensuring compliance with applicable standards and regulations.
- Maintain accurate records and assist in ordering parts, materials, and equipment.

#### Qualifications:

- Completion of Grade 12 and a Red Seal Certification or completion of a recognized mechanic trade apprenticeship (Automotive Service Technician, Commercial Transport Mechanic or Heavy-Duty Equipment Technician).
- British Columbia Motor Vehicle Inspection Certification with Air Endorsement.
- Driver's License for the Province of British Columbia - Class 3.
- Alternative fuel certification would be considered an asset.
- Proven experience in a leadership, supervisory, or mentorship role within a mechanical or fleet maintenance environment.
- Extensive experience in diagnosing and repairing mechanical and electrical issues across a wide range of vehicles and equipment.
- Strong working knowledge of current tools, technology, and practices used in the automotive and heavy-duty mechanical trades.
- Ability to interpret and apply technical documents such as wiring diagrams, repair manuals, service bulletins, manufacturer's instructions, diagrams and sketches.
- Ability to operate and maintain a variety of vehicles and equipment used in the trade.
- Thorough understanding of workplace safety practices, hazard awareness, and proper use of PPE.
- Effective communication and interpersonal skills; ability to build positive relationships with coworkers, apprentices, vendors, and other departments.
- Ability to prepare reports and records, order parts and materials and estimate time and material requirements.
- Strong organizational skills and the ability to manage multiple priorities in a fast-paced environment.
- Ability to work with minimal supervision, and to assign, supervise and check the quality of other tradespersons and apprentices.
- Proven ability to stay current with advancements in vehicle technology, including participation in manufacturer training, industry-recognized certifications, or other approved continuing education programs.
- Must successfully pass and maintain a clear Police Information Check.

\*Schedule is 2 weeks of day shifts (7:00am - 4:00pm) followed by 2 weeks of evening shifts (12:00pm-9:00pm). This position also participates in a Compressed Work Week Program.

**Apply online with your resume and cover letter in one document at [www.newwestcity.ca/employment](http://www.newwestcity.ca/employment) by July 13, 2025.**

*To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.*

*New Westminster is on the unceded and unsurrendered land of the Halq'eméylem-speaking peoples. It is acknowledged by the City that colonialism has made invisible their histories and connections to the land. We are learning and building relationships with the people whose lands we are on.*

*We thank all applicants for their interest and advise that only those selected for an interview will be contacted.  
This position is only open to those legally entitled to work in Canada.*