



JOB DESCRIPTION

Title:	Mechanic	Pay Grade:	T02– Outside
Department:	Works and Infrastructure	Location:	Works and Infrastructure
Supervisor:	Manager of Works	Reviewed:	August 2026

Nature and Scope of Work

Reporting to the Public Works Foreman, or other designated individual, the Mechanic performs the following duties, as required:

Duties

1. Diagnose, repair and adjust major and minor mechanical equipment problems on a broad range of District vehicles, including fire department vehicles, ice-resurfacer, dump trucks and loaders and a variety of other heavy to light duty and hybrid equipment. This may take place in the shop or in the field.
2. Complete preventative maintenance checks, inspect and identify potential problems and take corrective action, complete tune-ups and routine maintenance on gas and diesel engines.
3. Electrical servicing such as replacing lights, plugs, alternators, generators and starters as required.
4. Analyze electronic and computer data for trouble shooting, tune ups and adjustments.
5. Source and order parts needed for repairs and maintenance.
6. Design and fabricate equipment and accessories as required such as snow blade attachments for trucks and equipment.
7. May, on occasion, give specific direction to assigned workers.
8. Drives service truck and tests equipment and vehicles repaired or adjusted.
9. Maintain accurate daily logs of inspections and completed work.
10. Adheres to the applicable safety rules and procedures.
11. Performs other related duties as required.

Required Skills and Knowledge

1. Necessary knowledge of the techniques, tools, equipment and safety precautions pertaining to the maintenance and operation of vehicles and mechanical equipment, including associated hydraulics and electrical systems.
2. Necessary knowledge of electric and acetylene welding techniques, tools and equipment.
3. Ability to work from diagrams and sketches

4. Ability to exercise courtesy and tact in the exchange of information to coworkers, suppliers and the public.
5. Basic computer skills.
6. Strong team player with excellent communication skills.
7. Physically fit and able to work with heavy, large mechanical parts in the presence of all types of weather conditions.
8. Knowledge of WorkSafe and District of Summerland Health, Safety and Environmental policies and procedures.

Required Qualifications

1. Grade 12 education or equivalent.
2. Minimum 5 years' experience in either Heavy Duty Equipment Technician, Automotive Mechanic or Commercial Transport Mechanic.
3. Certified in the Province of B.C. Commercial Vehicle Inspection or willingness to acquire.
4. A valid BC or Interprovincial Red Seal Trade Certificate as either a Heavy Duty Equipment Technician, Automotive Service Technician or Commercial Transport Mechanic.
5. A valid BC Driver's License — Class 3 with Air Endorsement and a clean Driver's abstract.
6. Ability to pass and maintain a Police Information Check.
7. Valid First Aid Certificate or an ability and willingness to obtain one.

Remuneration and Hours of Work

1. Remuneration in accordance with Schedule 'A' of the CUPE Local 1136 Collective Agreement.
2. Hours of work in accordance with the CUPE Collective Agreement.
3. Overtime hours may be required for equipment repair as required to meet operational needs.