

Greater Vancouver Regional District

Position Description: MAINTENANCE MECHANIC I/II (G512/G518) Sept. 2004

Purpose: To assist trades staff in providing maintenance, repair and installation of equipment and machinery in the Maintenance Division.

Duties: *(The duties described hereunder are intended to be representative of the position and are not to be considered all inclusive.)*

Lubrication of equipment as directed or as set out in preventive maintenance schedules.

Carries out minor adjustments, repairs and replacement on equipment drives, belts, valves, packing, gaskets, etc.

Under the general direction of the Foreman or a qualified mechanic assists in repairs, layout, installation and maintenance of all equipment in the Utility including engines, pumps, compressors, conveyors, valves, meters, gates, etc. Assists in performing minor process piping and leak repairs, valve maintenance and testing, and works on pilot systems for regulating valves.

Collects and maintains equipment data and records valve test results.

Obtains tools and parts from warehouses.

Inventories materials and parts as required for various types of work.

Works in confined spaces and conducts safety monitor duties as required.

Works in compliance with all District safety policies, procedures and WCB regulations.

Requirements:

Grade 12 graduation, or equivalency.

A minimum of two (2) years experience in repair, maintenance and overhaul of equipment, or equivalent relevant experience.

Demonstrated mechanical skills and ability.

Ability to comprehend basic operations and theories, requiring analytical skills.

Knowledge of the safe operation and care of hand and power tools.

Physically capable of performing duties as outlined.

Ability to communicate effectively both verbally and in writing.

Ability to work in confined spaces and demonstrate safety awareness.

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Must be literate in basic computer skills and able to use applications such as Word and Excel, including an ability to learn, understand and apply Computerized Managed Maintenance System (CMMS) and predictive maintenance technologies.

Ability to work shift work as required.

Valid B.C. driver's license.

Note: This position will progress to Maintenance Mechanic II after 2 years experience AND successful completion of courses in math, hydraulics, welding, pumps, valves, actuators, and lubrication.

For the purposes of comparison and course content, the following courses offered at BCIT (2004) provide the basis for the educational component requirement to move from level 1 to level 2. Other courses already taken will be assessed against these courses for the purpose of assessing equivalent credit.

Millwright 1505 – Hydraulics 1; Welding 0103; Welding 0104; Public Works 1105 – Waste Water Operator 1; Public Works Operations 2207 – Valve Operation & Maintenance; Trades Math