

**SCHOOL DISTRICT No. 79 (Cowichan Valley)
USW JOB DESCRIPTION**

TITLE: Journeyperson Mechanic
DEPARTMENT: Transportation
REPORTS TO: Transportation Supervisor or Designate

SUMMARY:

Skilled tradesperson working at the journeyperson level. Works under the direction of the Transportation Supervisor or designate using independent judgment as to the method of performing the work after receiving verbal or written instructions setting out work to be performed. Provides mechanical services related to all school district and Cowichan Tribes vehicles and equipment.

DUTIES:

1. Diagnoses problems, maintains and repairs school buses and other district vehicles such as trucks, vans, tractors, lifts and grounds equipment such as lawn mowers, weed-eaters, chainsaws, etc.
2. Conducts regular inspections and maintenance of school buses and commercial vehicles and records as part of a preventative maintenance program.
3. Uses independent judgment as to the method of performing the work after receiving verbal or written instructions.
4. Schedules required repairs appropriately.
5. On occasion, prepares purchase requisitions and orders required parts as per Transportation Department guidelines.
6. Assists in the assessment, design and estimating of projects. Reads and interprets drawings and specifications, determines material requirements, lays out projects and reports on work in progress as required.
7. Assists other employees as appropriate.
8. Utilizes Fleet Maintenance software and other software related to the trade.
9. May, on occasion, be required to perform other job related duties as assigned.

Qualifications:

- Grade 12 education or academic equivalent
- Valid B.C. Provincial/Interprovincial Trades certificate as a Heavy Duty Mechanic
- Minimum two years related experience at the journeyperson level
- Physically capable to perform the job duties
- Ability to read and interpret schematics and specifications documents related to the trade
- Valid B.C. Class 2 Driver's License with Air brake endorsement.
- Knowledge in the use and care of tools and equipment common to this trade.
- WHMIS certificate