



School District No. 46 (Sunshine Coast)

Job Description #M-08

MECHANIC/WELDER

Location: Maintenance

SUMMARY:

Under the direction, supervision and evaluation of the Manager of Facilities and Transportation, provides welding, fabrication, mechanical and locksmithing services related to the maintenance, alteration and construction of District buildings, fixtures and equipment.

DUTIES:

- Repairs and maintains District vehicles and equipment, including the use of diagnostic testing equipment, in accordance with the B.C. Motor Vehicle Act.
- Fabricates, welds and repairs a variety of items, including playground equipment, school shop equipment, fencing, gates, handrails, chairs, tables, vehicle parts.
- Installs, alters, repairs and maintains District locking/keying systems and relevant door hardware, keeping the required records.
- Reads and interprets drawings and specifications, determines material requirements, lays out projects, reports on work in progress.
- Inspects and makes recommendations for the purchase or disposal of District vehicles and equipment.
- Directs and advises other employees.
- Loads and unloads vehicles; transports materials and equipment as required.
- Ensures quality workmanship and safety of work sites.
- Provides the basic hand tools common to this trade.
- Performs all duties with a level of interpersonal skills appropriate to this position.
- Maintains the confidentiality of sensitive information seen or heard.
- Maintains familiarity with Workplace Hazardous Materials Information System (WHMIS) and WorkSafe BC safety procedures.
- May be required to perform other job related duties as assigned.

QUALIFICATIONS:

- Valid B.C. Trade Certification as an Automotive and Heavy Duty Mechanic and Welder

- Minimum of four years related experience at the journeyman level as a mechanic
- Locksmith experience and/or completion of a basic lock-pinning course
- Valid class 5 B.C. driver's license
- Physical capability to perform the job duties
- Competent in the use and care of tools and equipment common to this trade
- Ability to read and interpret drawings and specifications

N.B.: This description contains the elements necessary for the identification and evaluation of the job. It is not an exhaustive list of the duties to be performed. Duties not listed should not affect the evaluation.

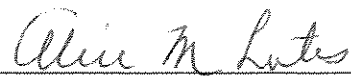
APPROVED:

On behalf of:
School District No. 46 (Sunshine Coast)


On behalf of:
C.U.P.E. Local 801



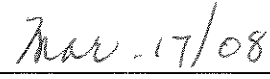
 Personnel Manager



 President



 Date



 Date