



Position Description

POSITION TITLE:	Heavy Duty / Automotive Technician / Welder
DEPARTMENT:	Public Works
REPORTS TO:	Shop Foreman

SUMMARY OF POSITION:

The Heavy Duty/Automotive Technician Journeyman is required to perform skilled tasks in the mechanical repair and maintenance of gas and diesel engines and heavy duty construction equipment. The Heavy Duty/Automotive Technician Journeyman will have the ability to troubleshoot major and minor mechanical problems, as well as have the ability to repair and adjust all necessary mechanical components. Work assignments will be received in the form of oral or written work orders, but the employee is expected to determine the nature and extent of needed repairs. Other duties may be assigned as required.

RECOMMENDED TRAINING & QUALIFICATIONS:

- Hold a Journeyman's certificate, or have Red Seal
- Completion of college / vocational or technical training
- A minimum of 5 years' experience as a Heavy Duty or Automotive Mechanic or Welder
- Possess a valid driver's license
- Proven mechanical abilities in hydraulics and electrical, including schematics and diagnostics
- Experience with routine maintenance operations
- The ability to complete Commercial Vehicle Inspections within a licensed facility
- Able to effectively communicate both verbally and in writing
- Physically capable of working in confined and awkward spaces
- Knowledge of inventory control and inventory systems for part management
- Safety Training: including Safety Orientation, First Aid, WHMIS 2015, National Safety Codes and others as applicable

KEY DUTIES AND RESPONSIBILITIES:

1. Constructs, installs, and repairs equipment and machinery
2. Diagnoses equipment/vehicles problems and determines repairs needed
3. Performs daily safety and maintenance checks
4. Repairs, overhauls, maintains, and services diesel and gas powered vehicles, heavy trucks, heavy construction equipment, graders, dump trucks, and excavators
5. Repairs, overhauls, maintains and services fuel injection systems, exhaust systems, cooling systems, air conditioning systems, lubrication systems, engine control systems, major internal engine repairs or overhaul, installation and alignment of engines and machinery

HEAVY DUTY TECHNICIAN JOB DESCRIPTION

6. Repairs, overhauls, maintains and services drive trains and final drives, hydraulic transmissions, power take-offs, tracked vehicles suspensions and steering, vehicle brake systems, wheel-mounted vehicle suspension and steering
7. Practices workplace safety – check all heavy equipment for proper performance and inspect equipment to detect faults and malfunctions
8. Repair and adjust hydraulic pumps, safety valves, and any other necessary mechanical components
9. Diagnose defects in vehicles and equipment
10. Diagnose any faults or malfunctions using computerized and other testing equipment to determine extent of repair that is required
11. Perform welding and fabrication duties, including cutting, fitting, repairing, and assembling metal components for municipal equipment, vehicles, and infrastructure in accordance with safety standards and approved procedures.
12. Perform incidental welding operations on equipment and vehicles.
13. Adhere to workplace safety policies, regulations and compliances
14. Demonstrate continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.
15. Perform mechanical repairs on vehicles and equipment in the shop and road calls when required
16. Operate automotive servicing equipment, e.g. A/C recycler, etc.
17. Installation of new and added-on equipment
18. Electrical and hydraulic troubleshooting and diagnostics
19. Keep detailed and accurate maintenance reports and documentation and Accurate completion of work orders
20. Repair cooling and lubrication systems
21. Install and align engines on machinery
22. Repair mechanical transmissions, drive-trains and final drives
23. Repair cable-operated working attachments, winches, compressors, pumps, electric generators, etc.
24. Test repaired equipment for proper performance
25. Clean, lubricate and perform other maintenance work
26. Maintain a working knowledge of changes in technology and repair techniques
27. Other mechanical repair work as required
28. Supervise and instruct Apprentice positions
29. Other duties as assigned by the Shop Foreman, Public Works Director or the Chief Administrative Officer

WORK CONDITIONS:

- 24/7 availability may be required
- Overtime as required
- Travel to off-site locations may be required

HEAVY DUTY TECHNICIAN JOB DESCRIPTION

- Physically able to regularly lift and move materials, tools, or equipment weighing up to or exceeding 50 lbs
- Hazards associated with the trade
- Safety equipment is required, e.g. steel-toed safety boots, safety glasses/goggles, etc.
- Work in both indoor and outdoor environments in varying weather conditions
- May be exposed to construction sites

SAFETY COMMITMENT:

Employee is responsible for full cooperation with all aspects of the health and safety program, including compliance with all rules and regulations, and for continually practicing safety while performing their duties. This position requires operation of County vehicle making it a safety sensitive position, so drug and alcohol testing is required on hiring.

*Revised as of July 2025