



## **JOB DESCRIPTION:**

**Position Title:** Heavy Duty Mechanic

**Reports To:** Operations Manager

**Position Details:** Maintains production and quality by ensuring operation of machinery and mechanical equipment.

### **Areas of Responsibility**

- Ensures operation of machinery and mechanical equipment by completing preventive maintenance requirements on engines, motors, pneumatic tools, conveyor systems, and production machines; following diagrams, sketches, operations manuals, manufacturer's instructions, and engineering specifications; troubleshooting malfunctions.
- Locates sources of problems by observing mechanical devices in operation; listening for problems; using precision measuring and testing instruments.
- Removes defective parts by dismantling devices; using hoists, cranes, and hand and power tools; examining form and texture of parts.
- Determines changes in dimensional requirements of parts by inspecting used parts; using rules, calipers, micrometers, and other measuring instruments.
- Adjusts functional parts of devices and control instruments by using hand tools, levels, plumb bobs, and straightedges.
- Controls downtime by informing production workers of routine preventive maintenance techniques; monitoring compliance.
- Fabricates repair parts by using machine shop instrumentation and equipment.
- Maintains equipment, parts, and supplies inventories by checking stock to determine inventory level; anticipating needed equipment, parts, and supplies; placing and expediting orders; verifying receipt.
- Conserves maintenance resources by using equipment and supplies as needed to accomplish job results.
- Provides mechanical maintenance information by answering questions and requests.
- Prepares mechanical maintenance reports by collecting, analyzing, and summarizing information and trends.
- Maintains technical knowledge by attending educational workshops; reviewing technical publications; establishing personal networks.
- Maintains continuity among work teams by documenting and communicating actions, irregularities, and continuing needs.

- Maintains safe and clean working environment by complying with procedures, rules, and regulations.
- Contributes to team effort by accomplishing related results as needed.

### **Education / Related Experience:**

A post-secondary degree/diploma and or related experience in heavy duty maintenance field is an asset. Understanding of mining equipment and shop scheduling with 3 to 5 years of maintenance related experience is an asset. The Heavy Duty Mechanic –will have a good understanding of maintenance facility flow along with a strong understanding of parts inventory flow, systems and supplier base specific to mine utility equipment and mine winches and tuggers.

### **Other:**

- Excellent interpersonal and communication skill
- Strong computer skills are imperative
- Self-started who can work within a team environment
- Some travel is expected
- Can work flexible hours when required
- Report writing and presentation skills
- Knowledge of mining operations and mining equipment
- Can supervise a team of mechanics and shop labours
- Can work with maintenance planning dept. and shop personnel to ensure maintenance performance and requirements are completed.

*The above description reflects the general scope and nature of the work performed. This description is not intended to reflect every duty and responsibility of the position, but is intended to give a general outline of the position and its responsibilities. It is understood that the duties and responsibilities may change from time to time*