

**Job Title: Mechanic I (Year Round) (Bedford) (3 Positions)**

**Competition #: 45696**

**Department: Public Works**

**Location: BEDFORD**

**Zone: 22**

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**Type of Employment: Year Round**

**Union Status: CUPE - NSPG**

**Closing Date: 4/14/2025 (Applications are accepted until 11:59 PM Atlantic Time)**

Under Article 13 of the Collective Agreement between the Nova Scotia Department of Public Works and the Canadian Union of Public Employees, Local 1867, the following opportunity is being posted.

Please quote the competition number and the Zone you are applying for as noted above on your application.

### **About Us**

At the Department of Public Works we are responsible for building and maintaining a sustainable provincial infrastructure for Nova Scotians. From highways and bridges to government buildings and registration of vehicles, safety and quality of life are top of mind. We support Nova Scotia's 23,000 kilometers of roads and highways, 4,100 bridges, and 9 provincial ferries.

Our Fleet Services Division is pivotal in ensuring Public Work's Fleet is running smoothly; ensuring the safety of our provincial road network.

### **About Our Opportunity**

Reporting to the Fleet Service Coordinator, the Mechanic 1 performs maintenance and repairs on departmental mechanical equipment following the Operator Servicing and Repair Policy (PR-5044) and assists licensed mechanics to complete repairs in the shop or in the field.

Under the general supervision of the Fleet Service Coordinator, the Mechanic 1 may perform any one or a combination of the following or other related duties as required to complete equipment servicing, repairs, and preventative maintenance.

## **Primary Accountabilities**

Under the direction of the Fleet Service Coordinator, Mobile Service Mechanic or Mechanic II, the Mechanic I will be required to perform routine preventative maintenance on department machinery as required under fleet policies and procedures.

Typical daily duties may include:

- Performing routine preventative maintenance on department machinery, including pool equipment and unassigned equipment, in accordance with fleet policies and procedures.
- Assisting Mobile Service Mechanics/Mechanic 2 in diagnosing issues, identifying necessary parts, and performing repairs, with a focus on routine maintenance, inspections, and repair assistance.
- Performing hourly Preventative Maintenance services (oil changes) and inspection of equipment following department Out of Service Criteria.
- Maintaining equipment as per Industry Standards, following Preventative Maintenance and Weekly Maintenance guidelines, ex. greasing, fluid top up, minor mechanical repairs, grit/sand blasting, undercoating, equipment washing and cleaning, etc.
- Removing buckets, snowplow assemblies, spreader inserts, and other equipment attachments.
- Working closely with the Fleet Service Coordinator or Fleet Service Manager to ensure department equipment is well-maintained. This includes maintaining equipment logs, scheduling inspections, conducting regular checks for wear or damage.
- Serving as a resource that Equipment Operators can rely on to improve their performance in servicing tasks.
- Completing required documentation, including oil sample analysis, problem identification, and future maintenance scheduling. This includes Weekly Maintenance Sheets, logbook sheets, pre-trips, and Preventative Maintenance documentation.
- May travel outside the designated base to maintain equipment, provide assistance or deliver parts needed by the Mobile Service Mechanic or field crews.
- Adheres to all safety guidelines, protocols, and regulations when performing maintenance and repair tasks to ensure a safe working environment for themselves and others.

## **Qualifications and Experience**

Some high school education and a demonstrated knowledge and understanding of the basics of equipment and a minimum of four (4) years of diversified mechanical and servicing experience or equivalent training and experience.

Minimum of Class 5 license is required.

Requires knowledge of online or disc access to repair service manuals. Must be able to carry out repairs on most mechanical equipment, uses general mechanic tools.

A program in motor or diesel mechanics from a recognized community college would be considered an asset.

Knowledge of hydraulic systems and experience operating snow & ice control trucks and heavy equipment would also be considered an asset.

Demonstrated oral and basic written communication skills and the ability to work in a team environment.

Successful completion of training and knowledge of the Occupational Health and Safety Act, First Aid and WHMIS are further assets to be considered.

You consistently demonstrate initiative in your role; remaining up to date in changes to equipment, methods and technology within the mechanical field. Your exceptional communication skills will assist you when working with staff to help diagnose and resolve equipment issues. You are a self-motivated individual who works both independently with minimal supervision and participates fully as an effective team player. You consistently maintain a professional and courteous disposition and hold a high standard for clients.

We will assess the above qualifications and competencies using one or more of the following tools: written examination, skill-testing of basic math/literacy assessment, standardized tests, oral presentations, interview(s), and reference checks.

## **Benefits**

Based on the employment status and union agreement, the Government of Nova Scotia offers its employees a wide range of benefits such as a [Defined Benefit Pension Plan](#), Health, Dental, Life Insurance, General illness, Short and Long Term Disability, Vacation and Employee and Family Assistance Programs. For information on all our Benefit program offerings, click here: [Benefits for government employees](#).

## **Working Conditions**

Work is performed in a mechanical repair environment occasioned by noise, smoke and gas fumes and at times adverse weather conditions while operating in a field environment. Considerable standing, lifting, carrying and moving about is a requirement of this position.

### **Additional Information**

There are three (3) opportunities available.

This opportunity is for a 52-week Year-Round position – the duties of which are full time and continuous in nature.

Most of your work will be located at Bedford, but you will be required to travel and work in other mechanic shops throughout the Central Fleet Service Area (Zones 12, 13, 17, 18, 21, 22 and 23) as required.

### **What We Offer**

- Career Development where you have access to career guidance, tools, resources, and ongoing training for every stage of your career.
- Engaging workplace. Our Employees feel valued, respected, connected, and tuned in. We have forward-thinking policies and strategies.
- Countless Career Paths.

**Pay Grade: MECHANIC**

**Salary Range: \$24.36 Hourly**

### **Employment Equity Statement:**

Our goal is to be a diverse workforce that is representative, at all job levels, of the citizens we serve. The Government of Nova Scotia has an Employment Equity Policy, and we welcome applications from Indigenous People, African Nova Scotians and Other Racially Visible Persons, Persons with Disabilities and Women in occupations or positions where they are under-represented. If you are a member of one of these equity groups, you are encouraged to self-identify on your electronic application.

This is a bargaining unit position initially restricted to current CUPE local 1867 employees with a date of seniority. The successful candidate(s) will be expected to perform duties as necessary within their zone. Failure to apply correctly means that your application will not be given first consideration as a bargaining unit applicant, and will only be included if external applications are pursued. PLEASE NOTE: Candidates will

not be considered for an interview if applications are incomplete or are missing information.

Offer of employment is conditional upon the completion of all applicable background checks and confirmation of credentials, the results of which must be satisfactory to the employer. We thank all applicants for the interest, however, only those selected for an interview will be contacted. All questions and concerns may be directed to [Competitions@novascotia.ca](mailto:Competitions@novascotia.ca).

