

Position: **Benchmark Job #062**

Ministry: Attorney General

Working Title: **TJ Mechanic**

Branch: Corrections Branch

Level: Range 18

Location: Maple Ridge

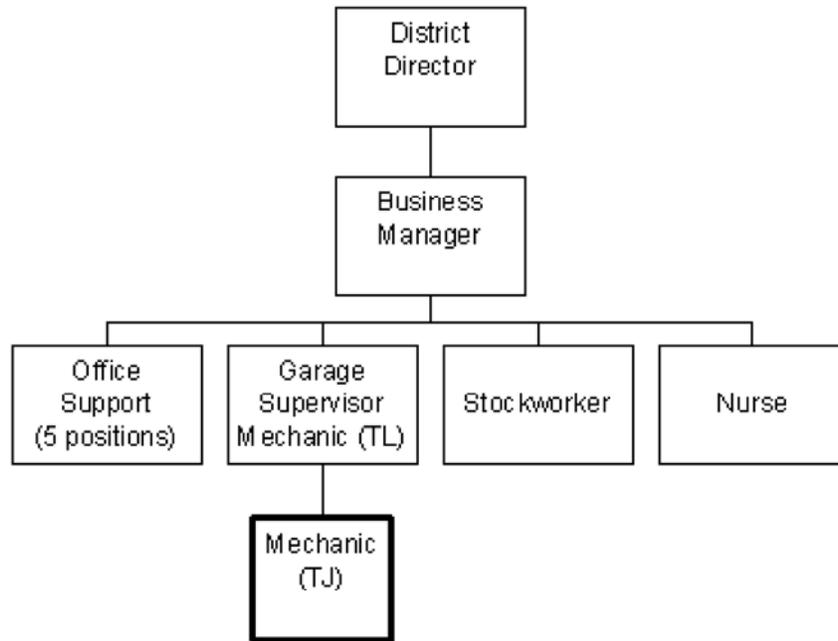
NOC Code: 7312

PRIMARY FUNCTION

To diagnose and provide mechanical maintenance and repair services on vehicles including heavy trucks, equipment, and machinery for the Corrections Branch.

JOB DUTIES AND TASKS

1. Conducts mechanical inspections and performs full maintenance and repair on vehicles, including heavy trucks, equipment and machinery
 - a. conducts visual inspections on vehicles, equipment and machinery based on operator records and repair requirements
 - b. conducts diagnostic tests on vehicles, equipment and machinery to determine maintenance and/or repairs required
 - c. disassembles equipment using various hand and power tools
 - d. cleans equipment and parts using steam cleaner, sand blasting and solvents
 - e. replaces and repairs parts and components and reassembles according to manufacturer's specifications or Ministry procedures
 - f. calibrates and adjusts equipment to acceptable tolerances
 - g. operates forklifts and cranes for repairs and performs welding and cutting as required
 - h. conducts operational and/or road testing of equipment to ensure repairs are complete and makes any final adjustments
2. Maintains records and parts
 - a. prepares work orders on vehicle repairs and maintenance
 - b. maintains and updates work records of repairs, maintenance and project costs
 - c. orders parts and arranges for sublet repair work to be done
 - d. accepts parts delivered and validates sublet repairs completed
 - e. authorizes purchase of services and parts up to \$500 per transaction
3. Performs other related duties
 - a. instructs and trains inmates in skills of the trade
 - b. reschedules vehicle maintenance to meet operational requirements
 - c. attends meetings and training seminars as required
 - d. ensures that garage and surrounding area is kept clean and tidy
 - e. maintains shop equipment and tools



FACTOR	REASON FOR CLASSIFICATION	DEGREE	POINTS
1	<p>JOB KNOWLEDGE</p> <p>Understand the principles of motor mechanics to analyze, diagnose and trouble shoot mechanical problems to carry out mechanical services, maintenance and repair of vehicles, equipment, machinery, trucks, and attachments.</p>	G	250
2	<p>MENTAL DEMANDS</p> <p>Judgement to apply analysis and interpretation of mechanical problems and choose an approach using a combination of accepted mechanic techniques and equipment to maintain and repair vehicles, heavy trucks, equipment and machinery.</p>	E	150
3	<p>INTERPERSONAL COMMUNICATION SKILLS</p> <p>Discretion required to exchange information needing an explanation of corrective requirements on mechanical projects with inmate workers.</p>	C	30
4	<p>PHYSICAL COORDINATION AND DEXTERITY</p> <p>Significant coordination and dexterity required to use precision mechanical tools to repair vehicles, machinery and equipment and to calibrate and adjust mechanical equipment to precise tolerances.</p>	D	22.5
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS</p> <p>Guided by mechanical standards, applies accepted work methods in a different way to diagnose problems and carry out mechanical services maintenance and repair of vehicles, equipment and machinery.</p>	E	120
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES</p> <p>Moderate financial responsibility to authorize purchase of services and parts with a limit of up to \$500 per transaction.</p>	D	22.5

FACTOR	REASON FOR CLASSIFICATION	DEGREE	POINTS
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION</p> <p>Considerable responsibility to perform full maintenance and repair of vehicles, equipment and machinery and to disassemble and reassemble components.</p>	E	33
8	<p>RESPONSIBILITY FOR HUMAN RESOURCES</p> <p>Responsibility to provide formal instruction and training to inmates on trade skills.</p>	B	9
9	<p>RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS</p> <p>Moderate care and attention to operate fork lift and cranes where others are exposed.</p>	C	15
10	<p>SENSORY EFFORT/MULTIPLE DEMANDS</p> <p>Focused sensory concentration to frequently listen and observe to diagnose and repair vehicles, equipment and machinery.</p>	C	12
11	<p>PHYSICAL EFFORT</p> <p>Very heavy physical effort to frequently lift, carry, push and pull heavy motors, tools and large components.</p>	F	30
12	<p>SURROUNDINGS</p> <p>Exposure to exhaust fumes almost always.</p>	D	9
13	<p>HAZARDS</p> <p>Significant exposure to hazards from frequent repairs or inspection of moving equipment.</p>	D	9

Total Points: 712

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