



Park West School Division
Mechanic (Licensed Trade)
School Buses and Fleet Vehicles

Park West School Division is located in south-western Manitoba approximately one hour from Riding Mountain National Park and Brandon, Manitoba. The school division has a service facility in Arrow River, MB with 2 FTE Mechanics who maintain a fleet of 40 school buses and 7 fleet vehicles.

Assignment

- Permanent - Full Time - 8 hours per day - Monday- Friday - 12 months per year

Role

The Mechanic key responsibilities are:

- school bus and fleet vehicle repair and maintenance,
- administrative tasks related to work orders, inventory, vehicle repair schedules and purchasing
- positive communication with suppliers, bus drivers, parents and staff

Qualifications

Required

- Completion of Grade 12 and Journeyman Mechanic Trades Certificate / Ticket
- 4 years prior work related vehicle mechanic experience or equivalent
- Complete set of hand tools (*required to perform daily repairs on School Division buses and vehicles*)
- Ability to prioritize a multi-task workload and manage deadlines
- Well-developed communication skills with strong inter-personal skills
- Strong organizational skills with demonstrated attention to detail
- Valid Class 5 Driver License
- Within 12 months of date of hire, successfully complete the School Bus Operators program and obtain and maintain a valid Class 2 Manitoba Driver license and a School Bus Operator Certificate
- Strong information technology and computer knowledge/ skills and willing to be trained in new technology
- Knowledge of safety regulations and procedures

Preferred

- Truck Transport Mechanic Trades Certificate / Ticket
- Current Class 2 Manitoba Driver License / School Bus Operator Certificate
- Vehicle inspection experience and certification as a vehicle inspector

To Apply - Submit by September 22, 2017 at 12:00 p.m.

- Cover letter and comprehensive resume
- Contact information for work related references

Attention: Rick Hrycak
Transportation Supervisor
Park West School Division
Box 68,
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Thank you to all applicants for their interest in Park West School Division.

Only those candidates selected for interviews will be contacted.

Employment is conditional upon an acceptable Criminal Record and Child Abuse Registry Check.