



Position Description

Position: Garage/Licensed Mechanic B

Reports To: Operations Supervisor

FLSA: Non-Exempt

Department: Maintenance/Garage

Location: "C" Building, Windsor

Core Duties: **Garage Division | Maintenance Department**

- Typically assigned to garage mechanic duties and responsibilities a minimum two (2) sifts per week in addition to garage mechanic vacancies as they arise
- Assigned to other shifts in the Maintenance Department as necessary, including but not limited to, operating equipment located in the Detroit & Windsor Ventilation Buildings
- Maintains, repairs and overhauls maintenance equipment
- Ensures operation of all machinery and mechanical equipment on the Company's property
- Trained in garage mechanic operations and capable of covering job functions
- Repairs and maintains all maintenance equipment: compressors, generators, gas powered saws, gas powered pumps, air tools (jack hammers, air chisels, portable air compressor) and snow removal equipment
- Maintains test equipment (meters, pullers, impact wrenches) and fuel dispensing equipment (waste oil storage and containment)
- Uses tools and equipment necessary for performing all maintenance and repair operations
- Notifies Operations Supervisor of potentially dangerous equipment and corrective action taken
- Trained on tunnel emergencies, disabled vehicles in the tunnel and on Company property
- Retrieves debris and hazardous items from the tunnel roadway
- Orders repair parts from designated suppliers upon supervisory approval. Maintains small parts storeroom. Controls supplies and stock for the Maintenance Department (fasteners, oil, and grease) and the Toll and Traffic Department (signs, safety gear, cones, and batteries)
- Maintains a safe and clean working environment by complying with Company procedures, rules and regulations
- Understands how to correctly use all safety equipment in the garage
- Installs, maintains and repairs mechanical equipment and machinery (fans, gears, chains, etc.)
- Operates Ventilation Building equipment (sub-station switching)
- Performs preventative maintenance requirements on machinery and equipment
- Locates source (s) of problems by observing mechanical devices in operation, listens for problems and uses precision measuring and testing instruments
- Tests equipment after repairs
- Notifies Operations Supervisor of all equipment malfunctions and corrective action taken
- Notifies Operations Supervision when supplies are needed
- Works with other skilled trades personnel (electricians/masons) in maintaining and repairing machinery, plumbing, physical structures, and electrical wiring and components, etc., as directed
- Maintains automatic toll machines (non-electrical problems)
- Performs work as glazier, locksmith, plumber and ventilation operator
- Performs minor repairs on H.V.A.C.
- Paints when assigned
- Operates company pick-up trucks, dump trucks, sweeper, tractor and plows
- All other duties as assigned

Duties:



Position Description

Qualifications:

- High School Diploma or equivalent.
- Ability to cross the border into US and into Canada
- Certified automobile mechanic possessing either of the following Ontario licenses:
 - Motor Vehicle Mechanic "T" (preferred)
 - Motor Vehicle Mechanic "S"
- 6 months - 2 years experiences as a mechanic
- Either of the following Motor Vehicle Driver's License:
- Class "D" with "Z" Endorsement (preferred)
- Class "A" with "Z" Endorsement
- Ability to perform basic body repair (dents and touch-up)
- Experience with welding, shielded arc and oxy/acetylene
- Ability to work in a crouched position or on back lying on mechanic's dolly beneath motor vehicle equipment
- Ability to work in an environment that is subject to dust, dirt and grease conditions
- Ability to operate heavy and light duty towing equipment
- Ability to operate forklift/front-end loader
- Ability to operate cable hoist and automotive lift hoist
- Ability to swing heavy sledge hammer to remove drive axles, drive shafts, etc.
- Ability to climb (ladders, steps, etc.)
- Ability to lift minimum of 65 lbs
- Ability to use a portable communications radio
- Ability to work in tight space confined near moving traffic (tunnel)
- General knowledge of plumbing, electrical, construction, machine operation, H.V.A.C. and electronic and computer controlled equipment
- General knowledge of various types of equipment used in the building trades (hand, power & air (pneumatic) tools, jackhammer, mixer, self-propelled snow blowers, mechanized push sweeper, chain falls and jacks)
- Ability to troubleshoot mechanical problems on ventilation and other equipment
- Ability to perform general labor functions and to work in mechanically oriented situations.
- General knowledge of plumbing, electrical, construction and air conditioning equipment.
- General knowledge of various types of equipment used in the building trades (hand, power & air/pneumatic tools, jackhammer, mixer, self-propelled snow blowers, mechanized push sweeper, chain falls and jacks).
- Ability to operate heavy and light duty towing equipment.
- Ability to operate fork lift/front end loader.
- Ability to work with little or no supervision.