

Heavy Equipment Technician Foreman

DEFINITION

This is foreman level supervisory and skilled mechanical work leading the overhaul, repair and maintenance of heavy and other equipment.

Work of this classification involves the responsibility for scheduling, coordinating and supervising the work of skilled personnel engaged in the overhaul, repair and maintenance of heavy equipment and related diesel and gasoline powered equipment and attachments.

The Heavy Equipment Technician Foreman assists skilled staff in diagnosing more difficult or unusual conditions or malfunctions reported by operators. The Heavy Equipment Technician Foreman inspects the work of subordinates to determine that proper techniques and methods are utilized.

The Heavy Equipment Technician Foreman directs operating tests to determine that malfunctions have been corrected. Work assignments may be received in the form of specific instructions from a supervisor or as service requests from equipment operators. Work is evaluated for adherence to overhaul, repair and maintenance standards and for the operating efficiency of equipment.

TYPICAL DUTIES *

Plans, schedules coordinates, supervises, evaluates and participates in the work of journeyman technicians and semi-skilled personnel engaged in the overhaul, repair and maintenance of heavy equipment machines and related equipment.

Directs the activities of journeymen and semi-skilled personnel in the repair and maintenance of diesel and gasoline powered equipment.

Provides direction or participates in the more difficult or unusual diagnoses of malfunctions, determines the corrective measures needed to return equipment to use.

Maintains work orders, retains records of labour, materials, parts, supplies and other records necessary in the overhaul, repair and maintenance of equipment, and controls the release of overhauled, repaired and maintained equipment.

Advises subordinates regarding the fabrication and use of materials, parts and equipment.

Supervises field or shop tests to determine if reported malfunction or conditions have been corrected.

Supervises subordinates engaged in cleaning, servicing and lubricating mechanical equipment. Assists in the interview and selection process; monitors and evaluates job performance, reviews absenteeism records, discussing with employees as appropriate; makes initial recommendations for disciplinary action.

Assists with or prepares employee time sheets, identify potential overtime situations to supervisor, prepares regular work progress reports, may assist in budget preparation.

Performs related work as required.

KNOWLEDGE, ABILITIES AND SKILLS

Extensive knowledge of pneumatic and hydraulic system overhaul, maintenance and repair.

Extensive knowledge of the standard methods, materials, tools and equipment used in the heavy equipment technician trade.

Extensive knowledge of the operating principles of diesel and gasoline engines.

Ability to diagnose difficult or unusual equipment conditions or malfunctions and to determine effective corrective measures.

Ability to plan, assign and supervise the work of subordinates.

Extensive knowledge of the occupational hazards and safety precautions of the trade.

Ability to understand and execute oral and written instructions.

TRAINING AND EXPERIENCE REQUIREMENTS

Job Level

Certified Alberta Heavy Equipment Technician Journeyman

Five (5) years progressively responsible experience at the Journeyman Heavy Equipment Technician level.

Minimum of one (1) year lead technician experience with demonstrated supervisory ability

Completion of Foremanship Training or the equivalents recognized by the City of Edmonton

Valid Class 5 Alberta Motor Vehicle Operator’s License

* *This is a class specification and not an individualized job description. A class specification represents and defines the general character, scope of duties and responsibilities of all positions within a specific job classification. It is not intended to describe nor does it necessarily list the essential job functions for a specific position in a classification. Positions may perform some of the duties listed above but this does not necessarily qualify for placement into this classification.*

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Salary Plan	10M	10A	10B	10D
Job Code	3228			
Grade	077			

Last Updated:
 Previous Updates:
 Originated: 2012-03