



JOB DESCRIPTION

JOB TITLE: Heavy Duty Mechanic **DEPARTMENT:** Component Repair Shop
REPORTS TO: Production Foreman **HOURLY/SALARY:** Hourly
DIVISION: Mining Solutions Canada
REPORTING LOCATION: Leduc, AB

POSITION SUMMARY:

The purpose of this position is to assist the H-E Parts International mechanical division process and complete projects in order to meet customer demands. The main responsibility of the mechanic will be to rebuild major components for mechanical drive trucks including but not limited to rear wheel groups, front corner groups, transmissions, torque converters and differentials.

It is the responsibility of every H-E Parts International, employee to insure a safe work environment. All H-E Parts International, employees share the responsibility to insure at the end of the day we return home safely to our families. Our safe work environment value surpasses all other responsibilities.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

1. Safety – conduct all activities in a safe manner, utilizing PPE and adhering to company policy and alerting others regarding potential concerns. Safety is # 1.
2. Disassemble, clean, inspect, rebuild and check components for quality control.
3. Check tolerance, dimensions and specifications by using precision instruments, such as outside/inside micrometers, spring gauges (inside/outside), telescoping gauges, etc.
4. Determines components specifications (tolerances, thickness, lengths, etc.) by measuring tolerance and comparing to blueprints, drawings, component identifications and parts breakdown, etc.
5. Inspect torn-down components to identify defects and flaws
6. List and identify action items that need to be taken.
7. Summarize specific steps that need to be performed to rebuild the product.
8. Move components by operating overhead cranes, jib hoists and pallet jacks, etc.
9. Assemble components by using specialized tools such as drills, presses, impacts, torque wrenches, etc.
10. Clean parts by chemical or mechanical methods (i.e. parts washer, rags, wire wheels, etc.) to remove excess dirt/debris
11. Ensure precision equipment is maintained by following scheduled maintenance plan, keeping tools clean, calibrating and placing in secure locations
12. Must maintain a good attendance record and maintain the highest professional conduct.

13. Perform more duties as assigned

DECISION MAKING:

Position will be required to make decisions that will directly impact the department.

INTERNAL/EXTERNAL CONTACTS:

Position requires collaboration with department managers and current/potential customers.

QUALIFICATIONS: EDUCATION and/or EXPERIENCE:

1. A journeyman heavy duty mechanic (on or off road) or HET certificate or Registered Alberta Apprentice in good standing. May also accept Journeyman Automotive Mechanic with related experience.
2. Previous experience in heavy equipment repair; mechanical aptitude, and basic understanding of precision measuring tools required. Will be required to read and interpret blueprints.
3. Ability to lift up to 50# is required. Must be able to pass respirator fit test and pulmonary function testing.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the accountabilities of the job. While performing the duties of this position, the employee is regularly required to stand, feel with their hands, reach and handle materials weighing up to 10 pounds. The employee will frequently need to stoop, bend, kneel, crouch, walk and handle materials weighing 10-20 pounds. On occasion the employee will need to handle materials weighing 20-50 pounds. Specific vision abilities required by this job include; close vision, distance vision, depth perception and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee may encounter while performing the essential functions of this job. While performing the duties of this position, the employee is regularly exposed to moving objects (materials handled and transported throughout the plant via cranes, fork trucks and other employees). The employee is frequently exposed to airborne particles. The employee is also frequently exposed to sharp and abrasive edges which may result in scrapes, cuts and bruises. The employee is occasionally exposed to humid conditions. The noise level in the work environment is usually loud.

SAFETY:

All employees must complete initial Safety Training. Employees must ensure compliance with all safety policies, procedures, and work practices established by H-E Parts International. Avoid any activity that creates or poses a serious hazard to themselves or others while working for H-E Parts International. Immediately bring any safety concern to your supervisor, or others designated by departmental procedures. If any employee believes that performing an assigned work task or activity may pose a serious risk to life or health, discuss the issue immediately and directly with your supervisor. Prior to operating any equipment supplied by H-E Parts International, employees are to be adequately trained, equipped, monitored, evaluated, and guided as appropriate, to comply with established safety policies, standards, and procedures.