

**CITY OF CORNER BROOK  
EMPLOYMENT OPPORTUNITY**

**MECHANICAL FOREPERSON (Temporary)**

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The City of Corner Brook is presently accepting applications for the temporary non-union position of Mechanical Foreperson within the Department of Public Works, Water, and Wastewater. This position reports directly to the Superintendent of Public Works or designate and is responsible for the daily management of the City's fleet by planning, organizing, and directing, the operation of personnel and equipment.

Some of the duties and responsibilities of this position includes preparing, assigning, and supervising all mechanical staff (mechanics, welders, labourers, apprentices/students) in the execution of the day to day work orders of the department; ensuring that the mobile fleet and equipment is kept in top mechanical condition and operating at peak performance; preparing operating and maintenance records for each item in the fleet; assisting in the developing of a Comprehensive Preventative Maintenance Program; assisting in the development of a ten year replacement plan for the City's fleet; assisting with the specifications required for tendering, purchasing and leasing of necessary equipment for city operations; participating in human resources issues including performance management, labour relations, and recruitment; working closely with other City staff to ensure continuity in the execution of the Department of Public Works, Water, and Wastewater; ensuring the mechanical department is working in accordance with the OHS act and regulations and the City Safety Program which includes conducting regular toolbox meetings with staff, completing hazard assessments and safe work procedures and other related duties and responsibilities as assigned.

The successful candidate should possess a valid Inter-Provincial Journeyperson's Certificate in Heavy Duty Equipment supplemented with 5 years of experience in auto mechanic repair and maintenance, with at least 3 of the 5 years in a supervisory role. An equivalent combination of related training and experience may be considered. Excellent communication/interpersonal skills and time-management/planning skills are required. Computer skills are required; the successful candidate must be proficient in Microsoft Outlook, Word and Excel and have experience using a fleet management software program. Knowledge of Provincial OHS requirements and a valid Newfoundland and Labrador driver's license is also a requirement of this position.

**Salary Range:**               **\$57,403.50-\$76,538.00**

**Closing Date:**               **The competition will remain open until a suitable candidate is found,**

**Competition No:**           **2023-45**

**THIS POSTING IS OPEN TO BOTH INTERNAL AND EXTERNAL CANDIDATES.**

Please submit resumes, **providing complete details of qualifications**, to: Human Resources Office, City of Corner Brook, via; email: [careers@cornerbrook.com](mailto:careers@cornerbrook.com)

*The City of Corner Brook thanks all applicants for their interest: however only those selected for an interview will be contacted.*