

## **Employment Opportunity – Term Position**

### **GENERAL MAINTENANCE LABORER – SHOP HAND**

Mackenzie County is currently inviting applications for a General Maintenance Laborer – Shop Hand (Term Position). The primary location for this position will be in La Crete, however, the individual may be required to work in other areas of the municipality as per operational requirements. This is a full-time unionized position with a 40 hour work week (8 hours per day) Monday to Friday. This is a term position that will commence immediately and end approximately May 2023.

**Reporting to the Fleet Maintenance Manager, the successful applicant will be responsible for:**

- Assisting with regular maintenance & repair of Mackenzie County vehicles & equipment;
- Assist with on-site road service as required;
- Ensure inventory is documented and stocked at all times;
- Responsible for the cleanliness and organization of shop, shop tools & equipment;
- Create work orders and record all repairs in log book;
- Assist with the pick-up & delivery of parts & supplies;
- Communicate with the public in a professional manner;
- Other duties as required.

**Requirements for this position are:**

- Completion of Grade 12 Diploma;
- Minimum of one year related experience;
- Welding skills considered an asset;
- Mechanical knowledge of heavy equipment, vehicles & small equipment considered an asset;
- Ability to work under minimal supervision;
- Good verbal & written communication skills;
- Good interpersonal & organizational skills;
- A valid class 5 driver's license;
- Evidence of successfully passing a police *Criminal Record Check*;

Salary Range: \$20.25/hr. - \$27.53/hr. Mackenzie County offers a comprehensive benefit package. As per the Collective Agreement this position does not qualify for vacation, special or sick leave days. Vacation pay will be calculated based on six (6%) percent of your earnings.

*Competition will remain open until a suitable candidate is found. Only those candidates selected for an interview will be contacted.*

Please forward all resumes and applications to:



**Mackenzie County**

Sarah Martens, Human Resources Coordinator  
Mackenzie County  
Box 640, Fort Vermilion, AB T0H 1N0  
Phone: 780.927.3718  
Fax: 780.927.4266  
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