

Employment Opportunities



Position: Technician - Automotive
Service Area: Siksika Public Works and Infrastructure
Location: Siksika Nation Tribal Administration
Salary: Based on Education and Experience
Date Posted: November 29, 2024
Closing Date: December 13, 2024
Competition Number: SPWTA-03-11-29-24

POSITION SUMMARY:

Performs maintenance, repair and inspection tasks to support all vehicle operations under Siksika Infrastructure and Public Works, while adhering to operational standards and safety protocols.

DUTIES & RESPONSIBILITIES: *Duties include but are not limited to:*

- Performs all automotive repair and maintenance to vehicles and equipment.
- Adhere to safety protocols and guidelines in repair shops and work areas.
- Ensure information is acquired and approval provided before starting repairs to vehicles.
- Inform supervisor of any damage to vehicles and tools.
- Ensure completed repair work is inspected by supervisor and approved Mechanic Technician.
- Check accuracy of all reports and work orders before submitting them to supervisor.
- Use diagnostic tools and equipment to identify and troubleshoot mechanical, electrical, and electronic problems in vehicles and specialized equipment.

MINIMUM QUALIFICATIONS:

Required Knowledge, Skills, and Abilities

- Knowledge of Alberta Transportation and Safety regulations.
- Knowledge of safety protocols and regulations related to Infrastructure and Public Works.
- Good mechanical skills to operate all equipment safely and troubleshooting skills.
- Good written and verbal communication skills.
- Ability to work with limited supervision.
- Interpersonal skills for working with operators, supervisors, and the public with diplomacy and tact.
- Knowledge and ability to work with Microsoft Office Suite applications: Word, Excel, Outlook, and Teams, and to access both via computer/laptop and cell phone applications (apps).
- Knowledge and ability to work with Replicon software electronic timecard system.
- Knowledge and ability to work with Collage (or other such database) and City Reporter software system both via computer/laptop and cell phone on website.
- Knowledge and ability to work with Workhub software both via computer/laptop and cell phone app.

Education and Experience

- Automotive Technician Certification required.
- One to three years related experience required.
- Combination of education and experience may be considered.

EMAIL recruitment@siksikanation.com To Apply, Receive a Job

Description or Employment Application form.

CALL 403-734-5567 or 403-734-5579 to learn more.

WEBSITE www.siksikanation.com

Position will be filled based on requirements and candidate qualifications. Priority: Siksika Members, Indigenous Community, then others.