



VOLKER STEVIN POSITION PROFILE

Position:	Heavy-Duty Technician Apprentice	Status:	Full Time - Hourly
Company:	Volker Stevin Highways Ltd.	Location:	Aldersyde / Lethbridge, AB
Division:	Equipment	Supervisor:	HD Tech Foreman

Is this Safety Sensitive position?	Yes
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Volker Stevin Canada and its subsidiaries across **Western Canada** are dedicated to providing the highest level of quality services in the areas of: construction, project management, highway maintenance, civil works and bridge construction, maintenance and rehabilitation expertise, and asphalt/aggregate plants and pits.

In anticipation of our client’s needs, we strive to build and maintain long term relationships based on safety, quality, value, trust, and timely service. In addition to upholding professionalism, integrity, honesty, and fairness in our relationships with our clients, professional associates, subcontractors, and suppliers we ensure the longevity of the Company while sustaining growth and profitability.

Holding a moral obligation to a safe, environmentally responsible work environment we model safety excellence as our way of life – where individual professional growth is the foundation for company growth. Our culture of building and maintaining successful partnerships instills confidence in achieving both employee and client goals.

Position Rationale

A Heavy-Duty Technician Apprentice is responsible for performing major and minor repairs, overhauls and servicing on all types of heavy-duty equipment and vehicles used at construction sites in a safe and effective manner in order to minimize the risk of injury, property damage or loss of life. This position is responsible for repair and maintenance of equipment, hydraulic systems and electrical diagnosis in accordance with company and provincial regulations. Heavy equipment operated at Volker Stevin Highways Ltd. includes, but is not limited to, snowplows, forklifts, front-end loaders, graders, gravel trucks, pup trailers, high/lowboy trailers, electronic message boards, air compressors, etc.

Apprentices must be enrolled in an apprenticeship program and working toward their Provincial License. As an Apprentice Mechanic, you will have access to mentorship and development from a team of strong technicians.

Position Accountabilities

Key Responsibilities:

- Perform maintenance on equipment according to a Company Policy, manufacturer and provincial specifications, including changing oil or repairing, replacing, cleaning and adjusting parts.
- Diagnose diesel/ gas engine, electrical, hydraulic, driveline malfunctions and making required repairs.



- Inspect all equipment to be repaired for defects and malfunctions.
- Operate all equipment to be repaired for testing and movement to and from shop.
- Use electric and oxy-acetylene welding equipment, lubrication equipment and other repair tools and equipment.
- Clean, lubricate and maintain all equipment, as scheduled and required.
- Operate hand and power tools in a safe and effective manner.
- Repair and service various equipment attachments.
- Prepare inspection, maintenance, work reports and record details on prescribed forms and log books in accordance with established company procedures.
- Keep tools, equipment and work area clean, organized and in good working condition.
- Perform housekeeping tasks and other duties as assigned by the supervisor.

General Duties:

- Ensure fleet equipment repairs are completed in a timely manner.
- Ensure required parts and supplies are identified and ordered as per VSH process.
- Ensure that tools required to repair Light and Heavy trucks are available for completion of repairs.
- Monitor equipment performance and identify problem areas, document problems and solutions.
- Work closely to arrange for and obtain appropriate approval for all repairs before vehicle is released from the maintenance facility.
- Perform assigned vehicle and facility maintenance related duties and exhibit ability to learn to perform the tasks of the trade in a safe, timely and efficient manner.
- Maintain a safe, clean, productive and efficient work area including ensuring work area is in compliance with all relative provincial and local guidelines and requirements.
- Ensure proper completion of work orders, pre/post trip repair sign off, timesheets, and any other related paperwork.
- Perform and complete basic welding repairs and Oxy / acetylene torch cutting.
- Conduct basic fabrications with approval from Supervisor / Foreman.
- Use various hand and power hand tools.
- Operate equipment such as overhead or mobile cranes and forklifts to assist in assignments.
- Investigate and locate equipment problems and take corrective action in order to minimize the impact on crew production.
- Adapt to new methods, processes, material, equipment with approval from a Supervisor/ Foreman.
- Prepare and submit equipment maintenance records, time sheets, etc.
- Work from service manuals and schematic drawings.
- Diagnose and complete repairs to hydraulic and electrical circuits.
- Be able to independently work in shop or field environment.
- Other mechanic and shop duties may arise.

Customer Service:

- When required, work with internal customers to provide well balanced Fleet Services to support efficient operation of all equipment.



- Manage a high level of service standards to meet customer requirements by ensuring all equipment maintenance procedures are performed.
- Collaborate and support team of mechanics and operators so service delivery levels are optimized.

Work Environment / Conditions:

- Work will primarily be conducted in various shop environments, with occasional work outside in various weather conditions.
- Full time work hours, but hours can be flexible, and they vary with the season. In addition, work may involve shifts, weekends and overtime.
- Work is physically demanding and involves heavy lifting (e.g. 50 – 100 lbs.). Often working with grease, oil, dirt and diesel fuel, and are exposed to fumes and noise.
- Technicians are required to have their own tools.

Safety:

- Actively engage in Volker Stevin Canada’s safety culture.
- Engage senior management on an ongoing basis regarding safety activities and successes.
- Remain visibly committed to the safety excellence way of life by:
 - Participating in all relevant safety training.
 - Displaying behaviours that support a culture of Safety Excellence.
 - Supporting for a Respectful Workplace environment.
 - Ensuring Safety Meetings are held, reviewing Safety minutes and concerns, and ensuring concerns are actioned and corrected in a timely manner.



Safety Processes:

- Ensure all work operations are conducted in a safe and responsible manner and that duties are carried out as per Alberta OH&S Regulations and the Safety Management Guide.
- Initiate corrective action when safe work procedures are not followed
- Ensure all required safety training is up to date.

Personal Protective Equipment Standards:

- Observe all safety policies.

Position Requirements

Qualifications & Experience:

- Inter-provincial Heavy-Duty Apprentice Technician certificate.
- Must be enrolled in an approved Apprenticeship Program(1st, 2nd 3rd or 4th year) and actively taking the required courses for Red Seal completion.
- Minimum of one (1) year experience in a related field.
- Valid Class 5 license; Class 3 with air endorsement (preferred).
- Valid clean driver’s abstract.
- Experience with repair to highway maintenance equipment is an asset.
- Demonstrated abilities in equipment repair and maintenance.
- Must be Computer literate (e.g. equip. diagnostic systems, search equipment repairs, diagnoses, etc.)



- Must be focused on driving high delivery standards and give high attention to detail.
- Experience in off and on road equipment repair is an asset.