



Equipment Repair Supervisor

Location: Headquarters - Stephenville

Job Opening ID: 11099

Permanent, full-time

Commencing: As soon as possible

Deadline to Apply: December 9, 2019

PUBLIC POSTING

DUTIES: Under the direction of the Manager of Facilities, the Equipment Repair Supervisor is responsible for planning, organizing, and providing supervision and oversight for daily maintenance and repair activities of heavy equipment, cranes, trucks, light vehicles and other motorized equipment in College of the North Atlantic's fleet. This position will have a provincial scope in the maintenance tracking and policy development of the entire college fleet but will also work very closely with Bay St. George campus in the operation of the maintenance garage. Other responsibilities will include performing a broad range of supervisory responsibilities by providing direction and coordinating the activities of trades workers engaged with repairing and servicing equipment; developing and maintaining a provincial fleet management and equipment replacement program to ensure fleet is up-to-date and in good operating condition; providing advice to senior management regarding purchase and disposal of equipment; producing written reports to aid in the day-to-day operation of the maintenance repair garage; providing and maintaining a safe work environment for staff by promoting safe work practices and adhering to OHS standards; reporting, investigating, and documenting all safety incidents and injuries appropriately; controlling repair, inventory, and labor costs; overseeing the purchase of parts and equipment as needed; performing day-to-day supervisory functions including human resource management, financial management, and business planning; and other related duties as required.

QUALIFICATIONS: College of the North Atlantic is inviting applications from interested candidates who possess a relevant Diploma in Heavy Equipment or related field; extensive experience in maintenance and repair activities for motorized equipment (light and heavy); and experience in the supervision and inspection of work of various trades personnel in the onsite maintenance and repair of equipment. A relevant Red Seal Journeyman Certificate would be considered an asset. Candidates must be knowledgeable in equipment repair maintenance programs, particularly preventative and predictive maintenance and knowledgeable in occupational hazards and safe work practices, OHS standards, and WHMIS regulations. Candidates must also demonstrate an ability to plan, prioritize and manage maintenance projects according to schedule to meet the needs of the organization; strong problem solving and sound decision making skills; exceptional communication skills; strong leadership/supervisory skills in order to effectively delegate, motivate, and act as a mentor to team members within a unionized environment; strong interpersonal/stakeholder relationship skills and the ability to work with initiative under limited supervision will also be required. An equivalent combination of education and experience may be considered.

SALARY: HL 17 - \$54,530.00 - \$70,890.00 per annum

College of the North Atlantic is an Equal Opportunity Employer.

The successful candidate will be required to provide a recent Certificate of Conduct.

Please apply online complete with resume at www.cna.nl.ca/careers. Verification of credentials/transcripts and the names and contact information of three professional references, including a current supervisor reference, will be required as part of the interview process.

Candidates must clearly demonstrate in their resume that they meet all of the required qualifications. Failure to do so may result in a candidate being screened out of the competition.

For questions regarding this job opening, please contact Robert Adams, Human Resources Consultant at robert.adams@cna.nl.ca or by phone at (709) 758-7055.