



Park West School Division
Mechanic (Licensed Trade)
School Buses and Fleet Vehicles

Park West School Division is located in south-western Manitoba approximately one hour from Riding Mountain National Park and Brandon, Manitoba. The school division has a service facility in Arrow River, MB with 2 FTE Mechanics who maintain a fleet of 42 school buses and 7 fleet vehicles.

Assignment

- Permanent - Full Time - 8 hours per day - Monday- Friday - 12 months per year

Role

The Mechanic key responsibilities are:

- school bus and fleet vehicle repair and maintenance
- administrative tasks related to work orders, inventory, vehicle repair schedules and purchasing
- positive communication with suppliers, bus drivers, and staff

Qualifications

Required

- Completion of Grade 12
- Journeyman Mechanic Trades Certificate / Ticket
- Complete set of hand tools (*required to perform daily repairs on School Division buses and vehicles*)
- Ability to prioritize a multi-task workload and manage deadlines
- Well-developed communication skills with strong inter-personal skills
- Strong organizational skills with demonstrated attention to detail
- Valid Class 5 Driver License
- Strong information technology and computer knowledge/ skills and willing to be trained in new technology
- Knowledge of safety regulations and procedures

Preferred

- Truck Transport Mechanic Trades Certificate / Ticket
- Vehicle inspection experience and certification as a vehicle inspector
- 4 years prior work-related vehicle mechanic experience or equivalent
- Current Class 2 Manitoba Driver License
- School Bus Operator Certificate

To Apply – Submit:

- Cover letter and comprehensive resume
- Contact information for work related references

Attention: Dan Voth
Transportation Supervisor
Park West School Division
Box 68,
Birtle, MB. R0M 0C0
Phone : 204-842-2111
Fax: 204-842-2110
E-Mail: dvoth@pwsd.ca

*Thank you to all applicants for their interest in Park West School Division.
Only those candidates selected for interviews will be contacted.*

Employment is conditional upon an acceptable Criminal Record and Child Abuse Registry Check.