

# 310T Truck and Coach Technician (Licensed/Apprentice)

## Why Guelph?

When you join the City of Guelph, you join a team of over 2000 employees who deliver services the community relies on every day. Together, we are bringing to life Guelph's vision of an inclusive, connected, and prosperous city where we look after each other and our environment. As a single tier municipality, we offer a variety of occupations and career specialities within our organization. Guided by the goals and objectives of the Future Guelph: Strategic Plan and committed to the Corporate Values of integrity, service, inclusion, wellness and learning, the candidate will aid in the achievement of the Community Vision for an inclusive, connected, prosperous city.

## What we offer

We offer competitive wages and comprehensive benefits to meet the needs of our diverse employees. Many of our positions offer:

- Paid vacation days, increasing with years of service
- Paid personal days;
- Defined benefit pension plan with OMERS, including 100-per-cent employer matching;
- Extended health and dental benefits, including Health Care Spending Account;
- Employee and Family Assistance Program;
- Parental leave top up program;
- Learning and development opportunities including tuition assistance
- Employee recognition programs.

## Position overview

Resumes are being accepted for the position of Licenced Truck & Coach Technician/Apprentice within the Fleet Services Division. Reporting to the Program Manager, Fleet Operations, Transit the successful candidate will focus on quality customer service and continuous improvement processes. If you currently have your 310T license or if you have completed Level 2 or 3 of the 310 T apprentice program you will be enrolled into our Apprenticeship Program where you will have the ability to obtain your full license. There are other benefits this role is eligible for under the terms and conditions of the ATU Local 1189 Collective Agreement. Guided by the goals and objectives of the City of Guelph Strategic Plan and committed to the Corporate Values of integrity, excellence and wellness, the candidate will aid in the achievement of the Community Vision – to be the city that makes a difference.

## Key duties and responsibilities

- Perform all maintenance and repair of all types of light and heavy Transit vehicles including diagnosis and correction of problems with diesel and/or gasoline engines, automatic

transmissions, brakes, steering and other bus components in accordance with approved policy

- Perform inspection, maintenance and repair of all Transit equipment
- Lubricate, refuel, change oil, service tires and batteries, etc. as required
- 310T Apprentices shall work under the direction of a licensed 310T Truck and Coach Journeyperson Technician, complete service and repair tasks on all Transit fleet equipment.
- Perform general housekeeping as required
- Perform other related duties as assigned

## Qualifications and requirements

- Considerable experience related to the duties listed above, normally acquired through a Grade 12 education and five years experience in the maintenance and repair of heavy vehicles. Candidates with an equivalent combination of education and experience may be considered.
- Preference may be given to Licenced Technician's, possessing a valid Truck & Coach Technician Licence (310T)
- Strong consideration will be given to Apprentices who have completed Level 2 or Level 3 of the 310T apprenticeship program with Skilled Trades Ontario.
- Apprentices must be register with the Skilled Trades of Ontario within 60 days of employment.
- Apprentices shall provide copy of 310T Truck and Coach Technician Logbook if already registered as an apprentice with Ontario Skilled Trades
- Additional licenses (ex. Valid Automotive Service Technician (310S) are considered an asset.
- Must possess a valid Class 'CZ' licence with a good driving record or have a valid driver's licence in good standing and be willing to obtain CZ within a specified time period. Successful candidates will be required to provide a current driver's abstract prior to their start date to confirm their licence is held in good standing and that it has not been suspended or revoked under the Highway Traffic Act (HTA) or Criminal Code of Canada in the last 5 years. The City of Guelph will take into consideration the number of demerit points and/or nature of the infractions to determine if it meets our requirements.
- Familiarity with electronic diagnosis equipment
- Experience in diagnosis and repair of Detroit Diesel, Allison Transmissions, and Multiplex systems would be an asset
- Basic working knowledge of Microsoft Office including Word, Excel and other programs
- Must be able to work effectively in a team environment and have a sincere focus on quality customer service
- The ability to successfully complete a written test and interview with a practical component
- Knowledge of WHMIS and the Occupational Health and Safety Act
- Ability to perform heavy lifting, various levels of standing, climbing, sitting & crouching as required
- Must be a reliable self-starter and able to prioritize tasks according to changing demands and work with or without supervision

## Hours of work

Afternoons, nights and/or weekend shifts are required.

## Pay/Salary

## 2025 RATE

- \$35.02 – Apprentice Level 3, 310T Truck & Coach Technician
- \$32.96 – Apprentice Level 2, 310T Truck & Coach Technician

## How to apply

Qualified applicants are invited to apply using our **online** application system by **February 25, 2025**. Please note all applicants must complete the online questionnaire specific to this position at the time they submit their resume and cover letter in order to be considered.

Please visit the job posting listed on our City of Guelph [careers page](#) and click on the "Apply for this job" button. Instructions will follow.

The City of Guelph is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive workplace where employees feel welcome, valued and engaged. Our employment policies strictly prohibit all forms of discrimination on any of the grounds in relevant laws. All employment practices are solely based on individual merit, qualifications, and organization's needs at the time. In keeping with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, we are committed to working with and providing reasonable accommodation for qualified individuals in our job application procedures. If you need an accommodation in order to participate in the hiring process, you may contact us to make your needs known in advance.

Personal information collected through the recruitment process will be used solely to determine eligibility for employment. We thank all candidates in advance; however, only those being considered for an interview will be contacted.