

**SCHOOL DISTRICT NO. 85  
(Vancouver Island North)**

**CLASSIFICATION DESCRIPTION**

**TRADESPERSON**  
(Automotive Service Technician)

**DEPARTMENT: Transportation**

**JOB SCOPE**

Reports to the Manager of Operations and Maintenance Services.  
Performs a variety of tasks related to maintenance and repair of vehicles and equipment under minimum supervision.  
May direct employees with other classifications.

**MAJOR DUTIES AND RESPONSIBILITIES**

Performs a variety of tasks related to diagnosis, repair and maintenance of vehicles and equipment.  
Uses equipment and tools of the trade safely and skillfully.  
Responsible for care of tools, equipment and materials.  
Responsible for leaving the worksite in a clean and safe condition.  
Assists working foreman when required.  
Performs other duties necessarily incidental to those assigned above.

**QUALIFICATIONS AND EXPERIENCE**

Secondary school graduation (with Dogwood Certificate or equivalent). Completion of a recognized automotive trade apprenticeship and possession of a valid B.C. trades qualification ticket or a valid inter-provincial trades qualification ticket.  
Valid B.C. class 2 driver's licence with air brake endorsement.  
Ability to maintain good working relationships with school district staff and general public.  
Ability to understand and effectively follow oral and written instructions.  
Ability to plan and undertake an effective work schedule with a minimum of supervision.  
Thorough knowledge of current work methods, practices, materials, tools and equipment of the trade.  
Ability to use tools and equipment safely and skillfully.  
Ability to consistently perform a quality of work at a tradesperson level.  
Ability to lay-out, assign and check the work of assistants performing the assigned work.  
Sufficient physical strength, stamina and co-ordination to permit an acceptable standard of workmanship.  
Good interpersonal and communications skills.  
Two to three years recent experience as a qualified automotive service technician.

Revised: Feb. 2006

Reviewed: May 2012, May 2015, Jun. 2016