



# CITY OF CANBY

## JOB ANNOUNCEMENT

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### Mechanic

### Public Works / Fleet Department

Full Time / Non-Exempt / AFSCME Represented

Salary: \$50,820 - \$65,532 / annual salary, plus City paid PERS and benefits  
Additional 3.5% cost of living adjustment anticipated July 1, 2018, pending budget approval

Opens: June 8, 2018

Closes: June 29, 2018 at 5:00 PM

Apply to: Human Resource Department  
City of Canby  
PO Box 930  
Canby, OR 97013  
(503) 266-0699 fax  
[zeibera@canbyoregon.gov](mailto:zeibera@canbyoregon.gov)

**SUMMARY AND REQUIREMENTS:** Perform a variety of work in the repair, overhaul and maintenance of the vehicles and mechanical equipment for the City. Coordinate with other departments and vendors as needed. Assist with maintenance schedule and maintain records of materials and equipment used and work accomplished. Operate a variety of diagnostic instruments and a variety of hand and electric tools. Conduct preventative maintenance or repair on variety of small engine equipment. Troubleshoot problems. Provide emergency field assistance to disabled equipment and vehicles as needed. Equivalent to high school education plus additional training, and over five years progressively responsible mechanical and equipment repair experience, or any satisfactory combination of experience and training which demonstrates the knowledge, skills and abilities to perform the above duties. *(Refer to full Job Description for additional information and requirements.)*

**APPLICATION MATERIALS:** A completed and signed City application, resume and cover letter must be received by the Human Resource Department for the application to be complete. Electronic copies are accepted with a signature. Application materials can be picked up at Canby Civic Offices 222 NE 2<sup>nd</sup> Ave., Canby OR 97013., downloaded from [www.canbyoregon.gov](http://www.canbyoregon.gov), or requested by mail by calling Human Resources at (503) 266-0635.

**SELECTION PROCESS:** Application materials will be used to select finalists. Candidates selected for further consideration will be invited to an oral interview. Prior to hiring, the successful candidate may be subject to a pre-employment background investigation, including a criminal check and reference checking.

**NOTIFICATION:** Applicants who were not selected will be notified once the position has been filled.

**EQUAL OPPORTUNITY EMPLOYER:** The City of Canby is an Equal Opportunity Employer dedicated to a policy of non-discrimination in employment on the basis of race, color, religion, sex, national origin, age, or physical disability. The City of Canby provides access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation, contact the Human Resource Department at (503) 266-0635.