

CAREERS

Equipment Foreman

The Equipment Foreman, working with the Equipment Manager, will ensure the shop operates in a safe and efficient manner. They are responsible for the overall maintenance and repair of the tools and equipment as well as keeping the shop and yard clean and orderly.

Qualifications

- Knowledge of safe lifting/handling procedures and safe operation of equipment and tools
- Able to work on several types and brands of tools and equipment typical in an equipment rental shop
- Able to read and understand electrical & hydraulic schematics
- Understands basic operation of mechanical and electrical building systems and components
- Well-honed troubleshooting and problem-solving skills
- Basic welding and soldering skills
- Performs well both independently and in a team environment
- Effective oral and written communication skills
- High attention to detail
- Computer literate with experience using Microsoft (Outlook, Word, Excel, Teams, SharePoint)
- Able to learn ERP software used to record maintenance, tool tracking, and inventory counts
- Motivated to learn new skills and willing to accept training

Education/Licenses

- Certified auto mechanic/technician, or sufficient related experience and mechanical aptitude
- Certification in various safety-related disciplines (First Aid, CPR, WHMIS, etc.) is an asset
- Successful completion of Train the Trainer courses is an asset
- Certificate(s) required to operate applicable equipment (aerial and scissor lifts, zoom boom, skid steer) is an asset (training will be provided if needed)
- Valid driver's license

Experience

- Minimum three (3) to five (5) years' experience in a similar role in an equipment rental environment, preferably in the commercial/institutional construction industry

Functional Responsibilities

- Observe and comply with all health and safety regulations, following safe work practices and procedures at all times
- Train field staff and equipment operators in safe operating procedures for all tools and equipment
- Learn and participate in Lean practices and processes, with the goal of continual improvement and reduction of waste
- Follow manufacturer instructions for maintenance schedules and ensure knowledge is up to date on the operation and upkeep of construction tools and equipment
- Perform diagnostics and analysis of tools and equipment to determine necessary repairs
- Inspect, troubleshoot, repair, and maintain rental equipment fleet
- Perform pre-delivery inspections on equipment
- Prepare and organize equipment and tools for site delivery
- Diagnose issues with heating systems typically used in the light construction industry
- Coordinate service and rental bookings
- Maintain customer and vendor paperwork
- Inventory management (perform counts, assign assets to construction sites)
- Perform administrative functions in ERP software such as cost coding, time and materials allocations, and work orders; document repairs, time spent, and parts used
- Liaise with internal partners/teams as required on service issues and deployment opportunities
- Maintain cleanliness and safety of the shop and yard
- Other duties as assigned

Working Conditions

- Regularly working near moving mechanical parts/equipment and in outside conditions that include inclement weather, heat and humidity, exposure to dust, asphalt, and noise
- Working with various tools and construction materials
- Lifting, pulling or pushing, carrying, and manipulating objects of up to 50 lbs
- Walking and standing for long periods of time
- Bending, crouching, and crawling
- Climbing ladders and working at heights
- Use of Personal Protective Equipment (PPE) is required (e.g. hard hat, safety boots, etc.)
- Additional hazards associated with the construction industry
- Driving a company vehicle and/or operating equipment
- Office atmosphere; manual dexterity required to operate computer and peripherals