



INCORPORATED HAMLET OF SACHS HARBOUR

93 AJGALIAQ ROAD BOX 90, SACHS HARBOUR NT X0E 0Z0

Telephone: 867-690-4351 Facsimile: 867-690-4802

October 08, 2025

EMPLOYMENT OPPORTUNITY

Heavy Duty Mechanic

The Incorporated Hamlet of Sachs Harbour has a permanent Full-time Position open for a Heavy Duty Mechanic. The Hours of work will consist of 7 Hours a day, 35 hours a week, 9:00 am to 5:00pm. Monday to Friday. Some over-time may be required as authorized by the Hamlet Foreman.

DUTIES/RESPONSIBILITIES:

Under the Direction of the Hamlet Foreman the Heavy Duty Mechanic is responsible for Maintaining all Hamlet equipment.

Perform Preventative Maintenance on heavy equipment ei: loaders, dozers, backhoe, dump trucks, graders, water & sewer trucks, compactors, snow blowers, pick-ups, and mobile generators.

Perform repairs to equipment, inspect equipment for defects or required repairs. Supervise others involved in mechanical maintenance tasks, advise Foreman of major repairs, assist in preventative maintenance schedule, assist in ordering parts for equipment, assist in preparing capital and operating budgets.

Maintain maintenance and repairs, log records on each equipment, skills with electronic computer system devices for equipment.

Prepare work orders for invoicing on equipment repairs. Maintain Inventory, control of equipment parts and supplies and perform any other duties assigned by the Hamlet Foreman.

QUALIFICATIONS:

Grade 12 diploma, minimum of one-year mechanical experience. A Heavy-Duty Red Seal Mechanic. Class 5 Driver's License.

SALARY:

The Base Salary is \$65.00 per hour plus a settlement allowance of \$ 7.87 and any other applicable benefits, as per the Employment Bylaw no. 117. A Vacation Travel Assistance Package for yourself and dependents once a year and enrolment in the Health and Pension Program after the Probationary Period of 6 months. Relocation Travel Assistance for yourself and dependents from point of hire to Sachs Harbour with relocation allowance based on the Employment Bylaw. A Furnished Staff House with a Rental Rate of \$ 600.00 a month.

CLOSING DATE:

The Closing Date for this competition is: Until filled

All interested Candidates should send your resume/application to the Senior Administrative Officer to:

Inc. Hamlet of Sachs Harbour
PO Box 90
Sachs Harbour, NT
X0E 0Z0
Email: hamletsao@sachsharbour.ca

INC. HAMLET OF SACHS HARBOUR