**Title of Position:**  Heavy Equipment Technician Assistant

**Division/Department: SENRS**

**Job Duties**

* assists with equipment servicing and cleaning
* assist with shop and lab equipment cleaning/repairs and other routine maintenance tasks as required
* assist with equipment and supply inventory and ordering
* assist instructors with loading/unloading of supplies and materials
* assist instructors with set-up of classrooms, labs, supplies and materials
* move and transport furniture, supplies and equipment as required

**Qualifications**

* Current HET student
* Grade 12 secondary school diploma
* ability to lift, carry, hold, bend and stoop, as well as load and unload materials and equipment;
* ability to lift a minimum of 50 lbs.
* ability to work as an effective team member
* ability to carry out basic oral and written instructions
* good communication and customer service skills to deal effectively with staff and the public to communicate effectively and function as a team player

**Additional Information ie special equipment or travel**

* safety boots required (eye and ear protection supplied)