



MECHANIC

Summary

Under the supervision of the Field Operations Manager, the Mechanic will assemble, maintain, perform troubleshooting, and repair all District equipment, engines, machinery, and vehicles. Responsible for ensuring functionality and reliability of the aforementioned items and mechanical systems. This position will perform Snow Removal Operator duties seasonally.

Essential Abilities and Responsibilities

Vehicles Maintenance and Repair

- Maintain equipment availability by inspecting and testing vehicles, completing preventative maintenance such as engine tune-ups, oil changes, tire rotation and changes, wheel balancing, replacing filters.
- Inspects, diagnoses, locates, and repairs mechanical and electrical problems on heavy equipment, vehicles, and a variety of power-driven equipment.
- Overhauls, repairs, and adjusts engines, transmissions, differentials, clutches, brakes, electrical systems, and performs minor body damage repair.
- Determines the extent of necessary repairs and provides recommendation of corrective actions and costs.
- Verify vehicle serviceability by conducting test drives, adjusting controls and systems.
- Comply with state vehicle requirements by testing engine, safety and combustion controls standards.
- Maintain vehicle records by recording service and repairs.
- Clean and apply lubricants to machinery components.
- Other equipment maintenance and repair as needed.
- Service, diagnose, and repair water, wastewater, propane, and electric motors and miscellaneous equipment.

Snow Removal

- Operate heavy equipment.
- Snow Removal from District facilities, driveways and parking lots for various residential and commercial customers.
- Maintain and care for company provided equipment, tools and vehicles.
- Proficiently and safely use snow removal equipment such as shovels, plows, snow blowers, and other power and manually operated tools and equipment used to perform snow removal.
- Assist with the installation of snow stakes.
- Perform highly physical work outdoors on a consistent basis in all weather conditions, specifically very cold, icy, snowy weather.

General

- Ensure that District safety, policy and regulatory standards are met at all times and maintain zero preventable accidents.
- Use and maintain a wide variety of hand and power tools and test equipment related to the work.
- Keep supplies ready, inventory stocked, place orders, and verify receipts.

- Maintain a professional and tidy maintenance shop.
- Possess excellent manual dexterity and fine motor skills.
- Keep shop equipment operating by following operating instructions, troubleshooting breakdowns, maintaining supplies, performing preventive maintenance.
- Establish and maintain cooperative working relationships with co-workers, outside agencies, and the public.
- Keep accurate timesheet records, submitted for review and signed off by the required deadlines.
- Regular attendance and adherence to prescribed work schedule to conduct job responsibilities.
- Attend training classes and seminars as requested by manager.
- Be available to work on-call assignments per the on-call policy.
- Perform other duties as required.

Qualifications Requirements

Knowledge of:

- Tools, equipment, lubricants, machinery, hydraulic, electrical, and other systems and their components and the procedures in the servicing, overhaul, repair, and adjustment of the same.
- Common office computer software and database programs including the Microsoft suite of programs.
- Proper work safety standards.

Ability to:

- Inspect power-driven equipment to locate and identify mechanical difficulties.
- Diagnose mechanical problems and select proper repair procedures.
- Perform a variety of minor and major mechanical repairs.
- Use a mechanic's tools and equipment with skill.
- Read, comprehend, specifications, repair manuals, and mechanical diagrams.
- Operate all District vehicles and equipment.
- Independently manage multiple projects and priorities.
- Adapt and perform under stress.
- Have normal color vision, close-up vision, normal or corrected.
- Work effectively with individuals of differing backgrounds, knowledge and skill levels.
- Maintain a valid driver's license with a Class C endorsement or higher.
- Maintain a clean DMV report for a minimum of two years.
- Pass pre-employment physical.

Education and Experience

Education: High school diploma or equivalent. Certificate of Completion from a Mechanics Vocational Program or apprenticeship.

Experience: Minimum one (1) years working as a Lead Mechanic.

Or any combination equivalent to experience and education that could likely provide the desired knowledge and abilities.

Certificates, Licenses, Registrations

Must have a valid Class C or higher driver's license, and a clean DMV report.

Automotive Service Excellence (ASE) Certification.

Physical Demands

- Constantly moving, walking, stooping kneeling, crouching or crawling.
- Frequently ascends and descends a ladder to perform work.
- Must have a high level of stamina.
- Required to lift to 50 lbs. or 100 lbs. with assistance.
- Includes heavy to moderate noise.
- Extreme proximity to moving equipment or machinery.
- Use hands and fingers to handle and feel objects, tools, controls and reach with hands and arms.

Work Environment

- Regularly works near moving mechanical parts and vibration.
- Operates all types of snow removal equipment in adverse weather conditions limited visibility at times.
- Exposed to exhaust fumes or airborne particles.
- 20% to 100% work time spent outside a building and exposed to the sun.
- Considerable work time in manual labor in temperatures above 80 degrees or below 40 degrees.
- More than 10% of the work time getting all or part of the body and/or clothing wet.
- The noise level in the work environment is moderate to loud.
- Occasional work on unusually slippery surfaces.
- Some parts of the body may encounter oil or grease occasionally.