

MECHANIC

Reports to: Fleet Maintenance Supt.

Department: Public Works

Position Control No.: 6633

Exempt Non-Exempt

Full Time Part-Time Seasonal

Department Head Approval: Tom Kessler Date: 4/18/16

JOB SUMMARY:

Does skilled mechanical work on a variety of diesel and gasoline powered equipment; and does related work as required.

ESSENTIAL FUNCTIONS:

1. Inspects, diagnoses and repairs mechanical defects in motorized equipment.
2. Makes emergency repairs in the field.
3. Performs general overhaul of motors, clutches, transmissions, hydraulic systems, electrical systems, pumps and brakes as required.
4. Crawl under and climb on vehicles for repairs and inspections.
5. Deliver vehicles.
6. Work both indoors and outdoors including adverse weather conditions such as extreme cold, heat, and temperature swings.
7. Account for labor and materials charged to departments on work orders,
8. Display good decision making ability.
9. Read written or follow oral instructions.
10. Must have own tools.

QUALIFICATIONS:

1. High School diploma.
2. Valid Texas Drivers License, Class C required, with the ability to obtain a Class B-CDL within 60 days of employment.
3. Five years experience in the maintenance and repair of a wide variety of motorized equipment.
4. Uses good judgment to work safely and use equipment properly and supports the Safety Program.

PHYSICAL REQUIREMENTS:

1. Lift, pull and push up to 100 pounds of parts inventory.
2. Sit, stand, stoop, twist, and walk for extended periods of time during vehicle repairs and inspections.

NOTE: The above statements are intended to describe the general nature and level of work being performed by the person assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, skills and physical demands required of personnel classified.

APPLICANT: Are you capable of performing in a reasonable manner the activities involved in the job or application for which you have applied? Yes/No _____

Signature

Date