

PARK CREW MECHANIC

Reports to: Parks Superintendent
Position Control No.: 6683

Department: Recreation & Tourism

Exempt Non-Exempt

Full Time Part-Time Seasonal

Department Head Approval: _____

Date: 10/4/16

JOB SUMMARY:

Under the direction of the Parks Superintendent, responsible for specific and general maintenance for all recreation areas, primarily for operation and maintenance of tractors and attachments, working safely in all sections of the parks department and perform related work as required.

ESSENTIAL JOB FUNCTIONS:

1. Work with other employees in performing various task
2. Ability to climb ladders while performing tasks
3. Push, pull, or drag up to 200 pounds of tools or equipment.
4. Perform electrical maintenance on mowers, tractors, small equipment, etc.
5. Perform routine engine maintenance such as changing oil, oil filters performing radiator flushes, changing hydraulic fluid, and gear oil.
6. Breakdown and remove small engines, gears boxes, and transmissions on mowers, tractors, etc.
7. Establish and maintain a good relationship with vendors to keep a good stock of vital machine parts for everyday operation.
8. Schedule and maintain monthly service for all vehicles, this includes inspection stickers, oil changes, tire rotations etc.
9. Work on small equipment such as chainsaws, weed eaters, edgers, backpack blowers and power washers.
10. Ability to do minor welding
11. Maintain general shop upkeep
12. Clean and service tools and equipment
13. Prepare, organize and maintain service records
14. Ability to operate all Parks division equipment
15. Maintain and keep all vehicles clean
16. Annually attend seminars and classes when available that are related to maintenance of small equipment, tractors and Groundmasters.
17. Operate electric winching tools quickly and safely; these skills will be necessary to remove and transport stuck and broke down equipment.
18. Ability to learn CNC Router System and computer software
19. Perform all related work
20. Collaborate with other departments during special events.

QUALIFICATIONS:

1. High school diploma or GED.
2. Valid Texas commercial driver license, class C, with an acceptable driving record.

PHYSICAL REQUIREMENTS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to sit, stand, walk, reach with arms, use hands to finger, handle or feel, stoop, kneel, crouch and crawl, as well as, climb ladders and work in tight spaces. The employees must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 85 pounds.

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

Signature

Date