

MECHANIC

GENERAL DESCRIPTION: Performs skilled mechanical work in the repair and maintenance of a large variety of automobile and equipment. The work of this class involves major repair and maintenance on cars, light and heavy trucks, tractors, emergency vehicles and specialty equipment, construction equipment and all types of diesel and gasoline driven equipment. Work assignments are received orally and in writing and will require diagnosing mechanical failure and making necessary repairs. Work is subject to review while in progress and on completion by the Fleet Maintenance Supervisor.

ESSENTIAL FUNCTIONS OF THE JOB:

- Performs routine inspections, system diagnostics, troubleshooting, and testing of vehicles owned by the Town;
- Performs major and minor repair on emergency equipment and heavy wheel equipment;
- Troubleshoots and repairs hydraulic systems such as repack cylinders, rebuild hydraulic valves and solenoids,
- Performs or assists major repairs on diesel and gasoline engines;
- Repairs and replaces standard suspension systems;
- Mounts and balances tires;
- Performs routine and preventative maintenance on all vehicles and some small engines;
- Provides emergency road-side assistance when necessary;
- Provides boosts to vehicles as needed;
- Performs related tasks as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Thorough knowledge of the maintenance and repair of a wide variety of wheeled vehicles, light trucks, and passenger cars; thorough knowledge and skill in the use of shop tools, machinist tools and welding cutting equipment; knowledge of shop safety, precautions and field safety; knowledge of tool adaptability associated with vehicle and equipment repair. Ability to diagnose mechanical failure on various types of equipment using laptop computer and scanner; ability to keep records of repairs and service operations; ability to make and interpret reports and equipment analysis; ability to use installation prints, drawings, schematics both electrical and hydraulic; ability to follow oral and written instructions. Dexterity to operate machinery.

ACCEPTABLE EXPERIENCE AND TRAINING: Must possess a high school or GED, vocational school preferred or extensive training in automotive technology field and extensive experience as a line or field technician; or any combination of experience and training which provides the required knowledge, skills and abilities to perform the job. NIASE certification as a technician preferred. Must possess a valid Tennessee Commercial Driver's License.

OTHER REQUISITES: From time to time the incumbent may be assigned special duties by a superior or, on a temporary basis, may be asked to assist other employees occupying a different position. Employees in this class may be required to work overtime, weekends, holidays, and may be required to be in an on-call status. This job description should not be construed as an all-

inclusive statement of every task required of this position, but as a fair representation of the great majority of the work. Every effort will be made in advance to inform the incumbent of the temporary additional assignments, which under no circumstances are intended to constitute a demotion.

ADA REQUIREMENTS:

Physical Requirements: Task involves the regular, and at times sustained, performance of heavier physical tasks such as walking over rough or uneven surfaces, bending, stooping, working in confined spaces, and lifting or carrying moderately heavy (20-75 lbs.) items and occasionally very heavy items; or may involve the complex operation of gasoline, electric, or diesel-powered machinery or shop equipment requiring the manipulation of multiple controls, fine adjustments or both; or the sustained operation, on a production basis, of such devices as offset presses with associated equipment.

Environmental Requirements: Task may require infrequent exposure to adverse environmental conditions.

Sensory Requirements: Task requires color perception and discrimination. Task requires sound perception and discrimination. Task requires odor perception and discrimination. Task requires depth perception and discrimination. Task requires texture perception and discrimination. Task requires visual perception and discrimination. Task requires oral communications ability.

Reasonable Accommodation(s): Reasonable accommodation(s) if needed will be provided for the employee to perform the required job with adequate strength, dexterity, coordination and visual acuity and in a manner that does not pose a direct threat to the health or safety of the employee or others in the workplace.

Classification: 06
Non-Exempt
April 12, 2010