



JOB DESCRIPTION

TITLE: Heavy Equipment/Shop Mechanic
STATUS: Union/FLSA Non-Exempt
GRADE: Grade 15

JOB SUMMARY:

Performs specialized and skilled work involving the diagnosis and repair of various automotive and major pieces of diesel and gas powered equipment, such as sewer cleaners, dump trucks, loaders, backhoes, equipment trailers, emergency power generators, and other heavy equipment. Position also performs administrative tasks related to shop management such as budgeting, procurement of parts and supplies, scheduling preventative maintenance, and coordinating the use of fleet maintenance software and CMMS on behalf of the maintenance mechanic work group.

REPORTING RELATIONSHIPS:

This position reports to the Facilities and Fleet Manager. This position does not supervise other positions.

ESSENTIAL RESPONSIBILITIES include the following.

- Accomplish repairs on diesel and gasoline engines, transmissions, brakes, gear boxes, motors and pumps, and electrical systems on heavy equipment such as sewer cleaners, dump trucks, loaders, backhoes, emergency power generators, and other heavy equipment, and maintains a clean work area;
- Troubleshoots and diagnosis problems with automotive equipment, diesel and gasoline engines, as well as other heavy equipment, and takes necessary corrective action;
- Maintain a regular inspection schedule of assigned areas;
- Prepares preventative maintenance schedules and coordinates and administers Preventative Maintenance Program;
- Performs administrative duties in regards to maintenance shop such as assisting in the preparation of the budget, maintaining and coordination fleet maintenance program, researching source vendors, obtaining price quotes for purchasing parts needed for maintenance and repair work, as well as ordering and restocking supplies;
- Responsible for bracket or housing fabrication and/or welding parts to repair or improve equipment as required;
- Maintain up-to-date and accurate manuals and reference guides; records and logs of operating conditions of equipment and work performed;
- Assists in the development of specifications for new equipment;
- Performs other duties as required or assigned.

MINIMUM QUALIFICATIONS:

Knowledge of:

- The mechanics, repair, and maintenance of mechanical and electrical machinery on automotive equipment, gas and diesel engines, and other heavy equipment such as

sewer cleaners, sweepers, dump trucks, loaders, backhoes, emergency power generators, and other heavy equipment.

- Gas and diesel internal combustion engines and systems including electrical, heating and cooling systems, as well as ABS and Air Brake Systems;
- Electronics theory and technology to include federal, Washington State and local electronic codes as well as wiring systems, electrical circuits, and electrical testing for automotive electrical systems;
- Green technology such as hybrid, fully electric, natural gas, or fuel cell engines.

Skill in:

- Troubleshooting, diagnosing and repairing gas and diesel internal combustion engines and systems, as well as heavy equipment;
- Operating and using a variety of tools and equipment used in repairing gas and diesel internal combustion engines, electrical, heating and cooling, and brake systems including hand, pneumatic, power, and bench tools, wrenches and welding equipment;
- Conducting electrical work on vehicles and equipment;
- Implementing a preventative maintenance schedule and scheduling equipment maintenance;
- Record keeping;
- Estimating time and materials requirements for mechanical and electrical maintenance and repair tasks, purchasing inventory and stocking parts, tools, and supplies;
- Using computer and related software applications including fleet maintenance programs and/or CMMS;
- Communication and interpersonal skills, both written and oral, as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

Experience/Education:

Any equivalent combination of education and experience that provides the applicant with the knowledge, skills and abilities required to perform the job. A typical way to obtain the knowledge and abilities would be seven years of progressively responsible specialized professional experience in the maintenance and repair of automotive equipment, gas and diesel engines, and other heavy equipment, as well as a two year degree or equivalent training.

Licensing Requirements:

Possess and maintain a Valid Washington State Driver's License with CDL Class A and Air Brake and Tanker Endorsements, Industrial First Aid Card, and Forklift Certification desired. Automotive Service Excellence (ASE) certification and/or welding certification are strongly desired.

WORKING CONDITIONS:

Duties are primarily performed in the District's shop with exposure to mechanical parts, electrical currents, fumes, gases, chemicals, confined spaces, intense noise, power tools and running equipment and machinery. May conduct emergency repair work in the field with exposure to varying weather conditions and temperatures.

PHYSICAL REQUIREMENTS:

This position typically requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, finger dexterity, grasping, feeling, talking, hearing, seeing and repetitive motions.

Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

This job description does not constitute an employment agreement and may be changed or amended at any time to meet the needs of the District.

Approved: March 1st, 2010
Revised: April 2011