

SENIOR EQUIPMENT MECHANIC

DEFINITION

Performs and records skilled preventative maintenance, repair, outfitting, and servicing of a variety of City automobiles, trucks, and equipment; performs other work as required to protect the City's interest.

DISTINGUISHING CHARACTERISTICS

The **Senior Equipment Mechanic** is a single position class that provides vehicle and heavy equipment servicing and emergency maintenance. Responsibilities range from maintenance of equipment to maintenance record keeping.

SUPERVISION RECEIVED

Direction is provided by the Director of Public Works. Because mechanical technical skills in preventative maintenance, servicing, and repairing various automotive and heavy equipment are expected to accompany the incumbent, supervision is based on work results and not immediate supervision.

ESSENTIAL DUTIES

Maintains varied equipment and vehicles; diagnoses vehicle and heavy equipment problems and performs major repairs, including clutch, water pump, fuel pump, and radiator work; greases and cleans equipment; checks fluids; makes vehicle safety checks for lights, brakes, and tires; changes hoses, oil and filters, and spark plugs and wires; performs brake work, tune-ups, and miscellaneous minor repairs; outfits and maintains emergency and public works vehicles; schedules and coordinates maintenance of equipment; purchases parts and materials; recommends purchases and sale of major equipment; collects data and organizes material for budget requests; schedules appointments and maintains maintenance records. Performs monthly meter reading activities. Cleans and organizes assigned work area and equipment. Responsible for the safety of self, coworkers, and general public by wearing and using the proper safety equipment in the performance of duties.

OTHER DUTIES

Assists with design specifications of equipment purchased and installed; may provide twenty-four hour standby for vehicle emergency maintenance needs. May assist in supervision or maintenance of electric, water, sewer, or parks facilities.

QUALIFICATIONS

Experience/Education/Training

Sufficient experience, education, and training that provides status as an equipment mechanic and the opportunity to perform the stated essential duties in maintaining a fleet of municipal vehicles and heavy equipment with limited direction. A typical way of obtaining the required qualifications is to possess a high school diploma and two years of experience in the maintenance and repair of automotive and other power-driven equipment.

Knowledge/Skill/Ability

Thorough knowledge of methods, techniques, tools, equipment, and materials used in the maintenance and repair of motors and engines; operation and maintenance of a wide variety of mechanic's hand and power tools and equipment; mechanical and equipment preventive maintenance; work methods and safety procedures essential for providing a safe shop environment; general knowledge of supervision at the lead level, radio procedures and regulations, and record keeping procedures. Skill in prioritizing and assigning work; trouble shooting, diagnosing, testing, and repairing a wide variety of power-driven vehicles and equipment; operating and maintaining a variety of hand and power tools and equipment also is required. Additionally, the incumbent is required to possess the ability to understand and follow oral and written instructions; read, comprehend, and interpret written material such as operation and maintenance manuals, equipment manuals, and Material Safety Data Sheets (MSDS); estimate materials and equipment required for equipment maintenance projects; maintain basic maintenance records; maintain effective working relationships with others.

Working Conditions

Position requires sitting, prolong standing, walking on level surfaces, climbing, reaching, kneeling, bending, stooping, squatting, grasping, and repetitive motions in the performance of daily duties. The position also requires both near and far vision while performing cleaning and maintenance inspection of equipment. The need to lift, drag, and push vehicles, motors, engines, and other equipment and supplies weighing up to 80 pounds is also required. Additionally, the incumbent works in all weather conditions including wet, hot, and cold. Resulting from using cleaning chemicals and lubricating ingredients, and working with brake materials and exhaust equipment, exposes the employee to fumes, dust, and air contaminants which may cause eye and skin irritation. The nature of the work also requires the incumbent to handle power and noise producing tools and equipment and to drive a motorized vehicle which subjects the employee to mechanical and electrical hazards.

License/Certificate

Possession of a Florida Class E driver's license by date of appointment. A Commercial driver's License is preferred.

Work hours

Normal work hours are 7:00 am to 4:00 pm with 1 hour for lunch. Overtime may be required.

Salary

\$20.00 per hour. Benefits include health and life insurance, vacation, sick and enrollment in the Florida Retirement System.