

## **JOB TITLE: MECHANIC 1**

### General Purpose:

This is a skilled work classification which requires technical skills and the ability to perform and adapt to a variety of assignments. The Mechanic 1 must be proficient in various types of automotive, truck and heavy equipment repair work. The Mechanic 1 must be available for call-outs and available to work overtime.

### Supervision Received:

The Mechanic 1 receives his work assignments mainly from the Shop Foreman, Highway Superintendent and Assistant Highway Superintendent.

### Supervision Exercised:

None necessary.

### Essential Duties and Responsibilities: **(These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)**

Performs preventive maintenance and service (e.g., tunes gas and/or diesel engines; inspects engines checking for leaks, worn or close components, fluid levels, belt and hose conditions and/or mounting; inspects underbody checking for leaks, loose or worn components in suspension, steering and/or drive train; inspects brakes looking for loose or worn components, proper adjustments and/or leaks; changes fluids; operates electronic diagnostic systems on cars, trucks and equipment (e.g., mowers, tractors, graders, weed eaters, generators) and repairs, rebuilds and/or replaces major parts (e.g., carburetor, alternator, water or fuel pump, clutches, brake systems, exhaust systems).

Performs fabrication welding with stick welder, mig welder and uses oxygen and acetylene torches in order to repair snow plows, frames, dump and flat bed truck bodies and/or related equipment, cleans garage area, equipment and/or tools; mows grass and/or operates snow plow, tow truck or other equipment; pumps gasoline; attends training schools; safety meetings, mechanic meetings or related meetings; operates motor vehicle in order to transport equipment/materials/supplies to and from job sites. Maintains records of repairs and maintenance; (e.g., daily time sheets); orders and/or picks up parts; provides service and repair of vehicle and equipment on emergency basis; and/or makes onsite service/outpost calls (e.g., replaces flat tire; repairs air leak in brake system; repairs wear items on heavy equipment).

Performs minor repairs or miscellaneous mechanic work (e.g., inspects tires/wheels looking for damage, leaks or wear; cleans or replaces diesel injectors; adjusts valves; performs body repair work; replaces shocks; repairs or replaces hydraulic pumps or systems; installs snow plow blades; repairs hydraulic systems).

### Desired Minimum Qualifications:

- High school diploma or equivalent;
- Specialized background in mechanics and all phases of machinery repair with educational and/or work experience;
- A current valid Ohio Commercial Drivers' License with air brakes, Class "A" combination vehicle with Endorsement "N";
- Excellent past employment references.

Necessary Knowledge, Skills and Abilities:

- Compliance with Federal Department of Transportation Drug and Alcohol testing requirements;
- Ability to write neatly and legibly; keep records and use mechanical plans as required;
- Knowledge (and/or ability to become knowledgeable) of all motor vehicles and equipment used by the County Engineer and Highway Department;
- Knowledge of general safety rules and regulations and state laws regarding motor vehicle operations;
- Ability to get along well with others and carry out oral and/or written instructions.

Tools and Equipment Used:

All Mechanics shall provide their own tools. Within one year, a Mechanic 1 shall have all tools necessary to maintain all equipment.

Physical Demands:

The work of this position involves significant exposure to fumes, oil, grease, dust and occasional exposure to extremes in outdoor temperatures and weather conditions. Exposure to unfavorable health and safety factors in working conditions are occasionally present including such things as loud noise, mechanical hazards and moving objects. The position requires physical exertion necessitating full and unrestrictive body movements and use of all limbs and major muscle groups. Employees in this position are required, for frequent and/or prolonged periods, to bend, stoop, squat, climb, reach, crouch, kneel, push, pull, lift and grasp. Normal vision and hearing acuity is required for safety and work-related reasons due to the fact that the incumbent must manipulate tools and objects, exercise hand-eye coordination, work in close proximity to heavy motorized equipment and various power tools.

Work Environment:

While performing the duties of this job, the work environment will include a modern office as well as work in a garage environment where exposed to (including but not limited to) noise, dirt, grease, acid, vibrations, mechanical hazards, burns, dust and chemical; other unfavorable health and safety factors are frequently present; sometimes will be required to work outside and may be exposed to extremes in temperature and adverse weather conditions.

NOTE:

The duties listed are intended only as illustrations of the various types of work that may be performed.

The omission of "specific statements" of duties does not exclude them from the position if the work is similar, related or a logical assignments to the position.