

MECHANIC/HEAVY EQUIPMENT OPERATOR

JOB SUMMARY

Performs skilled mechanical maintenance and minor body repairs on all town vehicles and equipment. Performs small engine repair and operates divisional equipment as needed. Performs skilled work in the operation and maintenance of all types of highway department equipment. Duties are varied and diversified in maintaining public roads including equipment operation and manual labor assignments. Exercises initiative and resourcefulness in the maintenance methods of town equipment. Required to keep equipment records on past repairs and adjustments. Responsible for the safe and efficient operation of vehicles and all equipment used in the construction and maintenance of streets, culverts, drainage systems, and other public works projects.

SUPERVISION RECEIVED

Works under the general supervision of the Director of Public Works or his designee. After receiving instructions, work is generally performed without direct supervision which requires independent judgment and resourcefulness. Work is reviewed for conformance with instructions and for the safety and care exercised in operating equipment.

SUPERVISION EXERCISED

None.

EXAMPLES OF ESSENTIAL DUTIES

(The listed examples are illustrative only and may not include all duties found in this position.)

- Performs skilled mechanical work and repairs in all aspects of town vehicles and equipment including, but not limited to: gasoline and diesel engine repair; brake and exhaust system; transmissions, suspension, electrical and hydraulic systems; and cooling systems.
- Performs regularly scheduled maintenance on town vehicles and equipment such as: tire change; oil change; grease and lubrications.
- Maintains and repairs various small engines types (mowers, chainsaws, etc.)
- Performs steel fabrication and skilled welding on town equipment.
- Services snowplows, changing blades and shoes as required. Uses a cutting torch in the removal of blades and other fabricated materials used in the maintenance of public highways.
- Operates trucks and heavy and light equipment of high complexity including but not limited to CDL B vehicles, graders, loaders, etc. using accepted and established practices.
- Performs various semi-skilled tasks essential to public works operations such as mowing, sweeping, raking, digging, building drainage systems, clearing culverts, laying asphalt, plowing, spreading salt and sand, cleaning catch basins, etc.
- Makes occasional contacts of a routine nature with the general public, treating public with courtesy and respect.
- Performs other related work as required.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Extensive knowledge of the assembly, adjustment, maintenance, overhaul and repair of small engines. Knowledge of the procedures used in routine maintenance of cars, light trucks, heavy trucks, light equipment and heavy equipment. Skill in the repair of small engines. Skill in the operation of light & heavy equipment used in snow removal. Skill in welding and fabrication. Skill in the maintenance and repair of engines, transmissions, suspensions, electrical and hydraulic systems. Ability to give and follow oral and written instructions. Ability to research and understand various schematics related to mechanical work. Ability to perform strenuous physical activity under adverse weather conditions.

Extensive knowledge of the operation, use and maintenance of all equipment used on highway maintenance and public works projects. Knowledge of diesel powered equipment and skill in their repair. Must be proficient in the use of both gas and arc welding procedures and equipment. Extensive knowledge in prefabricating and welding on highway maintenance equipment with electric or gas welder. Thorough knowledge and skill in the use of all tools used for maintenance and construction work. Knowledge of state laws and regulations pertaining to motor vehicle operations and spillage law. Knowledge of the work hazards, safety practices and traffic laws relating to equipment

operation. Skill in the operation and care of heavy maintenance and construction equipment. Ability to perform frequent strenuous physical effort under adverse weather conditions. Ability to detect errors in equipment operations and maintenance. Ability to maintain reports concerning maintenance activities. Ability to understand, follow and give oral and written instructions. Ability to make arithmetic computations. Ability to establish and maintain harmonious working relationships with fellow employees and the public.

MINIMUM QUALIFICATIONS REQUIRED

Possession of a high school diploma or equivalent coursework at a technical school desirable and three years' experience in the maintenance of heavy duty equipment such as graders, front end loaders, heavy trucks of 36,000 gvw or larger, OR any combination of education and experience which demonstrates possession of the required knowledge, skills and abilities. Willingness to be on call back and ability to work outdoors under extreme weather conditions. Possession of a valid CDL and ability to maintain valid medical card.

PHYSICAL EXERTION/ENVIRONMENTAL CONDITIONS

May be regularly required to exert significant physical effort, e.g. lifting and carrying heavy equipment and materials (often over 50 lbs.). Regularly required to work outdoors under extreme weather conditions for extended hours.