



# MECHANIC JOURNEY I – HEAVY EQUIPMENT JOB DESCRIPTION

Job Title: Mechanic Journey I – Heavy Equip.

Job Code: MM105

Pay Grade: 17

Effective Date: May 2018

FLSA: Non-Exempt

Revision Date: June 2019

## NATURE OF WORK

Under close supervision, performs maintenance, repairs and adjustments on vehicles, heavy equipment and other power-driven equipment and machinery, in accordance with all safety regulations and procedures.

## ESSENTIAL FUNCTIONS:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Performs preventive maintenance on heavy duty equipment to maximize the effective life cycle of the equipment, reduce downtime and improve the productivity of County workers.
- Inspects and diagnoses mechanical and electrical problems on medium and heavy duty trucks, specialty vehicles and heavy equipment; determines extent of necessary repairs, and prioritizes work; performs maintenance and repairs within scope of authority, and in accordance with all safety regulations and procedures.
- Diagnoses, repairs and overhauls vehicles and heavy equipment engines, transmissions, power trains, braking, and steering; uses technical manuals and computer equipment to diagnose and correct vehicle problems and faults.
- Diagnoses and repairs component systems and sub-systems for electrical, fuel supply systems, hydraulic & pneumatic systems, and engine cooling systems.
- Performs technical equipment repairs, including repairing mechanical, hydraulic and electrical systems, engines and components.
- Responds to service calls and requests (daily), and performs many repairs at site of break down.
- Transports equipment from the field to the repair shop facility; performs emergency repairs in the field as required; identifies and reports vehicle problems requiring additional maintenance and repair; notifies supervisors of repair problems beyond the scope of authority.
- Reviews status of vehicles and equipment, performs safety inspections, and recommends equipment replacement and major repair options; installs auxiliary and specialized equipment.
- Performs arc and acetylene welding as required; fabricates metal parts and tools; builds and modifies metal components, and performs body repair and other metal component repairs.
- Orders parts as needed, researches and selects vendors and other supply sources; maintains records of parts requisitions and inventory.
- Maintains work orders, records and logs of services performed and general vehicle information; reports any operational problems to the supervisor in a timely manner, and completes other reports as required.
- Performs routine shop facility maintenance; cleans work areas and picks up debris; disposes of lubricants and chemicals used in equipment servicing and maintenance in accordance with all safety regulations and procedures.
- Controls work site to assure that safety rules and regulations are adhered to, and that the work zone and all equipment are in safe operating condition.
- Recognizes, avoids, and reports unsafe acts, conditions, accidents and injuries.

- Lewis County essential personnel (24/7 emergency response).

**WORKING ENVIRONMENT / PHYSICAL DEMANDS:**

Work is performed in repair and maintenance facilities; moderate physical demands; strength sufficient to lift and move items weighing up to eighty (80) pounds; may be exposed to safety hazards and dangerous tools and equipment; requires vision capacity to perform fine calibrations and differentiate between colored wires.

**DISTINGUISHING CHARACTERISTICS:**

This is an entry level position in the Heavy Equipment Mechanic job series; incumbents are responsible for assignments requiring technical repair skills, using training and experience; Commercial Driver's License is required within 6 month of hire.

**EMPLOYMENT STANDARDS:**

Four (4) year's work experience in the maintenance and repair of vehicles and heavy equipment.

Class A CDL within 6 months of hire, and Washington State Traffic control flagger card is required; specific technical training and certifications may be required.

**KNOWLEDGE AND SKILLS:**

**Knowledge of:**

- County policies and procedures.
- Gasoline & diesel engines, power trains, hydraulics & pneumatics, and mechanical & electrical systems.
- Metal fabrication and welding methods and procedures.
- Methods used in a preventive maintenance program.
- Methods, tools and equipment used in the repair of vehicles and heavy equipment.
- County safety rules and regulations, occupational hazards and safety precautions.
- Safety standards and practices in a shop environment.
- Federal and state safety laws and regulations, including drug and alcohol testing guidelines for CDL.

**Skills in:**

- Inspecting, diagnosing and repairing mechanical, brake, fuel and electrical problems in a wide variety of vehicles and heavy equipment.
- Performing computerized diagnostic tests on vehicle components and equipment.
- Maintaining equipment according to standard operating and safety procedures.
- Welding, metal fabricating and adapting parts and tools to specific repairs.
- Identifying safety problems.
- Safe use of power and hand tools, and chemicals, lubricants and cleaning compounds.
- Reading and interpreting technical manuals and specifications.
- Maintaining accurate service records.
- Following safe work practices.
- Establishing and maintaining effective working relationships with co-workers.
- Following verbal and written instructions.