Position Title: Equipment Mechanic
Date: May 8, 2006

Reports to: ER&R Manager
Department: Public Works

FLSA Status: Non-Exempt
Positions Supervised: none

**BASIC FUNCTIONS:** Works under the general supervision of the ER&R Manager and the direction of the Master Mechanic. Performs a wide variety of maintenance and repair functions on gasoline and diesel engines, electric motors, and specialized maintenance equipment in the County shop and in the field as necessary. Repairs vary and include major repair to engines, transmission, brake systems, electrical systems, stationary equipment, and electronics equipment on a wide variety of vehicles and equipment. Performs preventive maintenance and is responsible for repair and replacement of parts and fluids. May design and fabricate parts and modify vehicles for specialized use. Work is performed independently and requires substantial technical knowledge of equipment and vehicle maintenance and repair.

**MINIMUM QUALIFICATIONS:** High School graduate or equivalent and five years of journeyman level experience in the repair of gas and diesel road construction and maintenance vehicles/equipment, and marine support vessels and equipment. Or any combination of education and experience which provides the applicant with the knowledge, skills and abilities required to perform the essential functions of the job. Valid Washington State Driver's License with driving record free from serious or frequent violations; CDL Class A with Tank endorsement. Valid first aid and CPR certification or ability to obtain within six months.

**ADDITIONAL DESIRED QUALIFICATIONS:**
- Ability to operate a computer in a Windows environment and ability to navigate through a software system such as Mitchell OnDemand.
- Completion of a training program in diesel or automotive maintenance and repair at a recognized state accredited trade school or community college.
- Two (2) or more ASE certifications that relate to the principle duties or basic functions of the job description.

**PRINCIPAL DUTIES:**

*1. Diagnoses malfunctions such as fuel or ignition failures, and effects repairs by adjusting or replacing parts. Makes emergency and regular maintenance repairs in the field or in the shop on equipment such as backhoes, bulldozers, graders, automobiles, dump trucks, street sweepers, hydraulic and air pumps, compressors, and generators;
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replacing and repairing tires, belts, axles, hydraulic cylinders, carburetors, electrical wiring, and starters.

*2. Trains employee operators and laborers in operator performed maintenance.

*3. Repairs and overhauls power train components and accessories on modern gasoline and diesel powered cars, trucks, heavy equipment and boats. Replaces engines; removes, dismantles, repairs, and installs automatic and manual transmissions.

*4. Designs and fabricates parts as necessary to accomplish repairs; performs welding as needed.

*5. Performs preventative maintenance and services vehicles with oil, changes filters, installs anti-freeze, lubricates vehicles, adjusts brakes, and other similar servicing and tune-up procedures.

*6. Repairs small engines and related equipment including water pumps, tampers, chain saws and other hand held equipment.

*7. Repairs and maintains body and chassis components and systems.

*8. Consults with supervisors and operators to determine nature and extent of mechanical problems. Consults with supervisors to determine priority of daily work list.

*9 Orders receives and maintains inventory of supplies and parts for regular maintenance Records and files maintenance related data using forms and computer.

*10. Devises and adapts tools, aids, improved work methods and procedures to accomplish work assignments.

*11. Acts within the scope of his or her responsibilities, working as a public employee and municipal officer with courtesy and professionalism, and adhering to the highest standard of ethics in accordance with RCW 42.52.

12. Other duties as assigned.

The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the County as the needs of the County and requirements of the job change. Weekly hours may vary based on job requirements.

Knowledge of:

- gasoline and diesel engines, automatic and manual transmissions, hydraulics, shop techniques, welding and cutting.
- proper safety standards and precautions related to the work.
- fire apparatus systems maintenance.
- body working techniques and equipment.
- metal parts fabrication requiring welding, cutting and other fabrication techniques.
- electronics equipment including radios, lights, and computers

Ability to:

- read, understand, and apply shop manual information and tune-up specifications.
- use a personal computer with a variety of software applications.
- diagnose and repair major and minor mechanical and electrical defects in vehicles and heavy equipment.
- prioritize and organize work assignments.
- Skillfully operate a variety of hand and power tools used in automotive maintenance work.
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- work with electrical wiring and distinguish between different wires and electrical connections.
- establish and maintain effective working relationships with other employees.
- fabricate a variety of specialized parts and equipment for a variety of vehicles and heavy equipment.

PHYSICAL AND MENTAL REQUIREMENTS:
Standing, walking, sitting, climbing, bending, and twisting is frequently required in this position. Must be able to frequently lift, lower, push and pull thirty pounds and occasionally seventy pounds. Must be able to carry objects with both hands and arms. Requires frequent intermittent hand and finger movements. This position frequently requires visual acuity at 20 inches or less, regular hearing for machinery diagnosis. The employee must be able to talk and to receive and understand written and oral communication. Must be able to occasionally calculate mathematical problems. Must be able to occasionally do assembly work by touch only. Must be able to interpret plans and sketches. Must be capable of interpreting complex (multiple) information from diagnostic test equipment to arrive at proper diagnosis. Must be able to work alone. Must be able to recognize work hazards and maintain a safe work environment.

EQUIPMENT REQUIREMENTS:

<table>
<thead>
<tr>
<th>Equipment/Tool</th>
<th>No. of Hours</th>
<th>Frequency of use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telephone/Radio</td>
<td>1</td>
<td>X</td>
</tr>
<tr>
<td>Copy machine</td>
<td>.25</td>
<td>X</td>
</tr>
<tr>
<td>Fax</td>
<td>.25</td>
<td>X</td>
</tr>
<tr>
<td>Computer</td>
<td>1</td>
<td>X</td>
</tr>
<tr>
<td>Power and hand tools</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Diagnostic equipment</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

WORKING CONDITIONS: Work is normally performed in the County shop, however, employees may be required to work in adverse conditions on job sites to repair equipment. Must be available for unscheduled emergency services such as would be required for snow & ice removal equipment or road construction equipment. Regularly required to travel to other islands by small boat or small airplane.