



## Equipment Mechanic

**Class code:** 429

**Employee Group:** SEIU

**Salary Range:** 19

---

### I. Position Summary

Under general supervision, to repair and maintain automotive, truck, machinery and other standard equipment used by the County; and to perform related work as required.

### II. Distinguishing Features

This is a journey level classification. Employees in this classification work within a framework of standard policies and procedures. This job class performs skilled mechanical maintenance and repair work. This class is distinguished from the advanced journey level in performance of less complex duties, and performance of duties under supervision of senior level staff.

### III. Examples of Essential Position Duties

- Inspects, diagnoses and repairs mechanical defects in automobiles and other types of equipment in the shop and in the field, to include dump trucks, bulldozers, loaders, gradalls, booms, rollers and trucks.
- Performs repair, service and general overhaul work on equipment such as cars, trucks, motor graders, front-end loaders, crawler tractors, shovels and rollers.
- Diagnoses, repairs and replaces electrical systems, brake systems, cooling systems, clutches, transmissions, differentials, hydraulic systems, suspensions, steering and front end assemblies and heating and cooling systems.
- Consults service, maintenance and operator manuals for repairs and replacement of parts and operating systems; reviews service records, work orders, blueprints and electrical diagrams.
- Conducts pre-trip inspections; completes inspection records, noting observations and file.
- Updates and maintains repair, replacement and inventory records as required.
- Rebuilds hydraulic pumps, diesel and gas engines, pneumatic and electrical systems, cylinders, motors, accumulators and pressure lines.
- Installs and replaces spreader boxes, tailgates, slide in water tanks, sanders and snow plows; inspects and replaces cutting edges on graders, plows and cutters.
- Adjusts and repairs steering and front-end assemblies.
- Installs clutches and brake linings and make necessary adjustments; repairs heavy duty air brake systems.
- Inspects and makes repairs to suspension systems on trucks, bulldozers, gradalls, excavator, and booms; repair sweeper broom cores.
- Performs tune ups and lube service on gasoline, propane, and diesel operated vehicles.
- Installs, troubleshoots and repairs two way and music radios and distance measuring devices; inspects and repairs lights, mirrors and vehicle accessories as required.
- Performs welding using oxyacetylene or electrical arc welding equipment as required.
- Inspects, removes and repairs tires.
- Processes work orders; records maintenance and repairs made; completes activity logs and other records.

- Operates forklift and other vehicles and equipment in the performance of duties.
- Fabricates special parts or pieces of equipment required for various jobs as required.
- Performs welding including sheet metal, hard surfacing, or repairing broken castings, using oxyacetylene or electrical arc welding equipment as required.
- Makes body and fender repairs, straightening and repair damage as needed.
- Replaces, repairs and installs new glass in vehicles and perform other cab or body work.
- Fuels and cleans vehicles; schedules vehicles for service repairs.
- Processes work orders; records maintenance and repairs made; completes activity logs and other records.
- Steam cleans and maintains equipment and shop area.
- Adheres to County and departmental policies and procedures as well as safe work practices, policies and procedures.
- Develops and maintains effective working relationships with other staff, public officials, the general public and representatives of other agencies.
- Attends and participates in required trainings.
- Has regular and reliable attendance.
- Overtime may be required.
- Performs other related duties as assigned.

#### **IV. Knowledge, Skills and Abilities**

Requires knowledge of basic principles and techniques of automotive diagnostics and methods and practices of repair. Ability to read, understand and apply information obtained from a variety of written materials and sources including maintenance manuals, blueprints, electrical diagrams, vehicle maintenance and repair reports and records, work orders and related documents; inspect, diagnose, repair, remove, replace, weld, fabricate and install a variety of automotive and other systems, parts and accessories; follow oral and written instructions; perform assigned work in a safe manner; prepare and maintain reports, records, logs and lists associated with assigned work; fabricate parts to meet specific equipment needs; use and operate a variety of diagnostic and other equipment, tools, vehicles, and heavy equipment, power and hand tools; establish and maintain cooperative working relationships with those contacted in the course of work; use basic arithmetic to calculate angles and measure cuts, test equipment, determine ratios and tolerances; prioritize work to meet established deadlines; use a variety of supplies including sprays, lubricants, abrasives and paints; operate computer and peripheral equipment; and interpret and explain division policies and procedures as necessary.

#### **V. Minimum Requirements** (*Performance of the essential duties of this position includes the following requirements, physical demands and/or working conditions*)

##### **Education and Experience**

- High School Diploma or GED AND two years of related college course work in automotive/equipment mechanics AND one year related experience; OR
- Any combination of education and experience which provides the applicant with the desired skills, knowledge, and ability required to perform the job.

##### **Licenses, Certificates and Other**

Possession of a current, Oregon drivers license with an acceptable driving record. Must be able to obtain an Oregon Class "B" Commercial Driver's License within six months of hire. May be required to obtain a Crane Operators License and Bucket Truck Operators License.

**Physical Demands** (*Performance of the essential duties of this position includes the following physical demands and/or working conditions*)

Requires the ability to exert a considerable amount of force frequently to lift, carry, push, pull or otherwise move objects and to stoop, crouch, climb and lift in performance of manual labor; perceive color, odor, texture and sound; operate a variety of tools, equipment and vehicles used in performance of daily tasks; ability to work around electrical currents and/or hazardous materials in a safe manner; may be subject to uncomfortable working conditions including exposure to dust, noise, heat or cold; drive and operate a variety of automotive vehicles and construction equipment. Required to furnish and maintain a tool box and tool set through 3/4" drive.

**Working Environments**

Incumbents are exposed to adverse weather, including extreme temperatures, rain, snow, sleet and hail. Incumbents are also exposed to dangerous or unpleasant conditions and substances, including noise, dust, hot oil, asphalt, chemicals, traffic hazards, biohazards noxious plants and wildlife. May include exposure to disruptive people.

**VI. Additional Information**

This classification description is not intended to be an exhaustive list of duties, knowledge, skills, abilities, or requirements, as any one position in this classification may be assigned some or all of these duties, in addition to other duties not explicitly listed here. The various duties, responsibilities and/or assignments of this position may be unevenly balanced and change from time to time based upon matters such as, but not limited to, variations in the shift, work demands, seasons, service levels and management's decisions on how to best allocate department resources. Any shift, emphasis or rebalancing of these assigned duties, responsibilities and/or assignments does not constitute a change in the job classification.

Revised: 12/12