Job Title: Mechanic

Classification: Union

Grade: IV

Work Location: VMF/Other Locations as Needed

Hours Per Week: 40 Hour work week

**Distinguishing Features of the Position:**

This is skilled work involving responsibility for efficient and workmanlike performance of a variety of automatic and mechanic repair tasks with gasoline and diesel engines, metal fabrication and repair. General instructions are received from the Operations Manager regarding tasks to be performed.

The incumbent in this position is also responsible for maintaining an efficiently run mechanics shop as well as maintaining an inventory of parts and tools.

Work is performed under the direct supervision of the Operations Manager. Supervision of others is not a function of this position.

**Position Responsibilities:** (The incumbent in this position may perform some or all of the following as well as other related activities not described.)

- Repairs bulldozers, trash compactors, front-end loaders, tractors, roll-off trucks and other heavy equipment;
- Weld chains, belt links and structural steel;
- Performs skilled operations in making general repairs on gasoline and diesel construction equipment both in the garage and in the field;
- Operates acetylene cutting and welding equipment;
- Inspects machinery and equipment for needed repairs, overhauling, adjustment or replacement of part;
- Performs routine service and maintenance on all equipment;
May perform motor vehicle inspection.

**Additional Responsibilities Associated with the Lead Mechanics Position Include:**

- Establishing and maintaining a work order system for repair and maintenance on all Agency vehicles, equipment and roll-off containers; and sets priorities for repairs and maintenance;
- Keeps a daily maintenance log for all repairs and maintenance on Agency Vehicles, equipment and roll-off containers;
- Maintains the Mechanic’s Shop in a neat, orderly and efficient manner;
- From time to time on a temporary basis or in an emergency situation may assume some of the responsibilities of other job positions.

**Full Performance, Knowledge, Skills and Abilities and Personal Characteristics:**

Thorough knowledge of standard automotive repair methods and of the terminology, tools and safety precautions of the trade; demonstrated ability to make difficult repairs to automotive equipment; ability to operate acetylene cutting and welding equipment; ability to work from plans and specification; ability to understand written and oral instruction; good motor, hand and eye coordination; manual dexterity; physical condition commensurate with the demand of the position.

**Minimum Requirements:**

Four years of experience as an automotive mechanic and two years of experience in the mechanical repair of heavy construction equipment.

**NOTE:** Completion of automotive repair course may be substituted for the required automotive repair experience on a year for year basis up to a maximum of two years.

**Special Requirements:**

Possession of the appropriate class of New York State Motor Vehicle Commercial Drivers License (CDL) if the duties include vehicle operation;

Possession of a Motor Vehicle Inspection’s Certificate issued by the State Department of Motor Vehicles if duties include vehicle inspection.

Adopted:
Resolution
Revised: November 18, 2010