

TOOELE COUNTY
JOB DESCRIPTION

TITLE:	<u>Senior Mechanic</u>	JOB CODE:	<u>847</u>
DIVISION:	<u>Shops</u>	EFF. DATE:	<u>03/2018 (Last:04/22)</u>
DEPARTMENT:	<u>Road</u>	GRADE:	<u>J</u>
EEO CLASS:	<u>Service & Maintenance</u>	FLSA:	<u>Non-Exempt</u>
WORKERS COMP.:	<u>Streets</u>	CDL:	<u>Yes</u>

GENERAL PURPOSE

Performs journey level mechanical, gas and diesel and some welding and fabrication for the Roads Department.

SUPERVISION RECEIVED

Works under close direction of the Shop Supervisor and general direction of the department Director.

SUPERVISION EXERCISED

None

EXAMPLE OF DUTIES

Uses and maintains a variety of hand and power tools such as hammers, wrenches, screw drivers, pneumatic wrenches, arc and acetylene welders, metal lathes, etc. Works independently at various locations to repair various equipment. Operates a mobile utility truck to make field repairs.

Responsible to maintain personal work area, tools, equipment, and vehicle.

Assist in diagnosing causes of mechanical problems; determines parts required and makes repairs needed as directed by the lead mechanic.

Welds broken equipment; fabricates various items such as parts and equipment, etc. from plans or as directed.

Orders parts from various suppliers and vendors.

Rebuilds diesel engines, transmissions, final drives, and secondary components.

Adjusts brakes, clutches, and performs other routine maintenance on light and heavy-duty equipment.

Performs weather related flood control and snow removal duties.
Other duties as assigned.

MINIMUM QUALIFICATIONS:

Graduation from high school or GED equivalent; two (2) years of technical school or college level studies in diesel mechanics, substitution of two years' experience for each year of college (4 years' experience required for substitution). Must have a Class A CDL.

AND

At least three (3) years of experience performing above or related duties.

OR

An equivalent combination of education and experience.

Required Knowledge, Skills, and Abilities:

Working knowledge of gas and electric welding practices and techniques.

Safety practices while working in or around heavy construction equipment.

Skilled in fabricating, welding and in the proper use of hand and power tools. Skilled in maintaining and repairing gas and diesel engines.

Ability to maintain effective working relationships with other departments and the public; ability to follow specialized written and oral instructions; ability to work under adverse weather conditions; ability to work under work stress and time deadlines; ability to communicate effectively both verbally and in writing.

Special Qualifications:

Must possess a valid Utah driver's license with no DUI's/ARR's in the past five (5) years and no more than two (2) moving violations within the past 24 months. Must be able to keep client confidentiality. Must successfully pass a background check and a pre-hiring drug screening and continuous random drug screening.

Work Environment and Physical Demands:

The work environment and physical demands characteristics described here represents what an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Works in the shop 80% of the time and in the field 20% of the time. Tasks require a variety of physical activities, regularly involving muscular strain, such as lifting, walking, standing, stooping, reaching, hearing, and seeing. The employee must have the ability to perform heavy labor for extensive periods of time, ability to stand and walk for long periods of time; and perform movement involving muscle strain including lifting, walking, standing, stooping, reaching, hearing, and seeing as described in the job duties above. Common eye, hand, leg and foot dexterity is required for work mobility. Regularly required to lift 50 pounds and occasionally more than 75-100 pounds. The candidate frequently works

near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibration. The noise level in the work environment is usually loud.

The candidate will perform twenty percent (20%) of the work out of doors and at various job sites. The work environment is exposure to all outdoor weather conditions. The candidate must have the ability to work in extreme weather conditions including heat, cold, dust, rain, sleet, snow, hazardous storms, and odor.

OTHER QUALIFICATIONS:

Achieve a competent or higher rating overall in each performance evaluation, which measures the following:

- Thoroughness, planning and organization, neatness, and accuracy.
- Learning and knowing all phases of the job; recognizing and solving routine problems.
- Knowing the office policies, systems, and services
- Compared to other employees, maintaining a competent volume of work in addition to regular tasks, and a competent speed of work.
- Being able to perform new duties, adjust to new situations, and control of self under pressure.
- Being resourceful; volunteering suggestions for improvement of work; being self-starting; seeking new tasks; taking responsibility.
- Making decisions; studying and considering all facts; using common sense.
- Cooperating with supervisors and peers; accepting constructive criticism; seeking self-betterment through education and other means.
- Being friendly, helpful, and showing self-control.
- Being punctual in attendance; and
- Being professional in dress and manner; showing good housekeeping of the general work area.

Approved:

Dated this ____ day of _____, 2022.

Department Director

Human Resources

County Manager

New Employee Certification of Receipt of Position Description

I certify that I have read and have received a copy of this position description and understand this is a current description of the expected duties and responsibilities of my job with Tooele County Road Department.

Employee's Signature

Date