

JOB DESCRIPTION TELLER COUNTY

<u>Job Description:</u>	Equipment Mechanic II	<u>Classification:</u>	Non-Exempt
<u>Department:</u>	Fleet	<u>Range:</u>	26
<u>Reports To:</u>	Director	<u>Job Status:</u>	Full-Time

SUMMARY OF JOB RESPONSIBILITIES:

The Equipment Mechanic II performs highly skilled mechanical repair and diagnostic work in the maintenance and/or repair of County vehicles and equipment in a departmental shop/facility.

FUNCTIONS/TASKS: *(All persons, with or without reasonable accommodation, who can perform the essential functions/tasks required of this job or position will receive full consideration toward it.)*

ESSENTIAL FUNCTIONS:

- (1) Perform preventative maintenance work to include changing oil and filters, grease/lube service, change-balance-rotate tires, and other filter replacement plus any intensive technical requirements.
- (2) Perform shop cleanup tasks such as sweeping, washing down, painting, picking up after themselves, and putting tools and equipment in assigned locations when finished using them.
- (3) Inspect vehicles and equipment for compliance to State and Departmental Standards and/or Regulations then correcting any inconsistencies.
- (4) Document job time, vehicle hours and miles, parts used per job, parts needed, and any repairs accomplished. Provide this needed important information to proper sources which includes input data into computer.
- (5) Provide "on-the-road" service in emergency situations including temporary repairs in the field.
- (6) Repair, rebuild, replace and diagnose problems in area of their responsibility within a wide variety of County equipment such as heavy and light trucks, sheriff cruisers, sedans, tractors, snowplow equipment, sander/spreaders, specialty type equipment, and various small engine equipment and tools.
- (7) Repair, rebuild or replace individual components of complex pieces of specialty equipment to include hydraulic pumps and motors, conveyor/transport systems, electrical and generation units and all various accessory type equipment.
- (8) Operate all classes of vehicles to troubleshoot, test, and/or confirm repairs needed or that have been completed.
- (9) Design and fabricate parts and/or tools to complete a work assignment or project.
- (10) Perform all work and functions in a safe, conscientious manner.
- (11) Provide quality and consistency in all endeavors.

OTHER FUNCTIONS;/TASKS:

- (12) Perform similar duties as assigned.

Equipment Mechanic II (continued)

MINIMUM REQUIREMENTS:)The following requirements are necessary to reasonably ensure the County that the individual selected for this position will be able to perform the essential functions, tasks of the position.)

(1) Skills/Knowledge:

Thorough in-depth knowledge of the design, role and function of diesel, gas, hydraulic, hydrostatic, electrical, and mechanical type systems.

Ability to thoroughly diagnose and repair through the use of the latest technological equipment.

Ability to utilize the tools of the trade including wrenches, sockets, pliers, testers, screwdrivers, precision measurement tools, brake lathes, hydraulic and air presses, and required ancillary tools.

Ability to write, read and understand manuals, sketches, schematics, specifications and other shop related directions.

Ability to plan and estimate jobs within the scope of assigned duties and responsibilities.

Ability to effectively communicate, both orally and in writing.

Ability to work independently and produce quality work.

Ability to establish and maintain effective work relationships with co-workers.

(2) Experience/Education High school diploma or GED plus graduation from an accredited four-year vocational school in mechanics field; five years experience in dealership or truck shop experience as a mechanic in the automotive and truck industry is desired; or any equivalent combination of education and experience.

(3) Visual Acuity/Hearing/Speaking: Must be able to write and read; able to hear and see.

(4) Physical Effort/Dexterity: Manual dexterity; ability to lift and carry 75 pounds; ability to use tools; ability to drive a car as well as various equipment; must be in excellent physical condition.

(5) Environmental Factors: Work is generally performed in a shop environment but may require exposure to adverse conditions; such conditions include dirt, noise, rain, snow, and extremes of temperatures.

(6) Work Schedule/Characteristics: 40 hours per week; on call as needed for emergency situations.

(7) Special Requirements: Possession of a valid Class B Colorado driver's license.