



CITY OF LAUREL

POSITION DESCRIPTION

TITLE: MECHANIC	FLSA STATUS: NON-EXEMPT/UNION
ACCOUNTABLE TO: MAINTENANCE SUPERINTENDANT	POSITION STATUS: REGULAR FULL-TIME

PRIMARY OBJECTIVE OF POSITION:

- Under general supervision, performs skilled and semi-skilled tasks in the maintenance of equipment used in the construction, maintenance, and repair of streets, public facilities, sanitation, utilities, cemetery and parks;
- Work varies; individual judgment within prescribed standards and procedures is required.

ESSENTIAL JOB FUNCTIONS:

- Must be capable of performing journeyman mechanical duties;
- Physical demands include lifting up to 75#s (greater with assistance), bending, crawling, stooping, and climbing;
- Work performed where there is an exposure to chemicals, acids, and infectious wastes;
- Possess an appropriate Montana Class B Driver's License with endorsements;
- ASE certifications preferred;
- Must provide own hand tools.

MAJOR AREAS OF ACCOUNTABILITY AND PERFORMANCE:

- Performs journeyman mechanic duties to maintain, repair, and overhaul a variety of heavy and light equipment;
- May overhaul engines, transmissions and related equipment;
- Performs preventative maintenance duties on vehicles, mechanical equipment and engines;
- May use welders, wheel balance, and automotive testing and diagnostic equipment and hand tools;
- May be required to respond to emergency after hour calls;
- May perform manual labor and related work;
- May perform a variety of skilled and semi-skilled work in the operation and maintenance of building, streets, parks, cemetery, facilities, water and sewer lines, and refuse collection as needed;
- May operate medium and heavy equipment;
- Maintains daily log of activities and records of maintenance and repair of all equipment of the city;
- Work is generally performed under controllable conditions, but may be performed in undesirable conditions of pollution, heat, cold and dampness;

- Duties involve physical work requiring lifting of 75# (greater with assistance), bending, stooping, crawling and climbing;
- Contact with the public is limited;
- Requires contact with fellow employees and other departments.

SUPERVISION – RESPONSIBILITY FOR WORK OF OTHERS:

- None.

EDUCATION, TRAINING AND EXPERIENCE REQUIREMENTS:

- Graduation from high school or GED and considerable maintenance and repair experience;
- ASE Certifications required or any equivalent combination of experience and training which provides the knowledge, skills and abilities necessary to perform the work;
- Possession of an appropriate Montana Class B license with endorsements.

EXAMPLES OF PERFORMANCE CRITERIA AND QUALIFICATIONS:

- Performs such journey mechanical duties as necessary to maintain all equipment in operating condition;
- Performs preventive maintenance duties on vehicles, mechanical equipment and engines;
- Assigned equipment is operated safely, maintained and repaired properly;
- Applies knowledge of materials, equipment, tools and techniques of maintenance;
- Uses equipment requiring care to insure against breakdown;
- Follows oral and written instructions;
- Must assist various divisions depending upon manpower needs;
- Performs such other duties that may be assigned.