

Town of North Yarmouth –Mechanic/Heavy Equipment Operator/Truck Driver

Class Title: Mechanic/Heavy Equipment Operator/Truck Driver

Location: Public Works

Classification: Permanent Full Time – Non-Exempt

Reports to: Public Works Director

Supervises: None

NATURE OF WORK

This is skilled manual labor in the repair and maintenance of various pieces of light and heavy motorized equipment used in road construction, road maintenance, snow removal and other generalized work.

Employee of this class must be able to correctly diagnose and make major repairs on a variety of equipment. Employee is also responsible for regular preventive maintenance on this equipment. Employee must have the ability to operate these various pieces of equipment when required to assist the Public Works Department. Work is done with independence subject to review upon completion by the Director of Public Works.

SUPERVISION RECEIVED/EXERCISED

Work is performed under the general supervision of the Public Works Director with considerable independent judgment and discretion in accordance with applicable laws, codes and ordinances. The Public Works Director reviews work via reports, discussions, observations, and results achieved.

May be responsible for the indirect supervision of part time and on call employees, including job performance and completion of task.

DESIRED MINIMUM QUALIFICATIONS

Considerable experience as a journeyman automotive mechanic, particularly on heavy equipment; graduation from a standard high school with two years of vocational school; or any equivalent combination of experience and training.

NECESSARY SPECIAL REQUIREMENTS

- ◆ Must possess and maintain a valid Class I (preferred) or II motor vehicle operator's license, and the employee shall be insurable under the Town's vehicle insurance coverage.
- ◆ Must have pre-employment drug testing.

NECESSARY KNOWLEDGE, SKILLS AND ABILITIES

- ◆ Skill in the operation of loaders, graders, backhoes, trackless and trucks and various electric and hand tools.
- ◆ Thorough knowledge of the general maintenance requirements of various pieces of light to heavy motorized equipment.
- ◆ Ability to properly use and operate a mig and stick welder.
- ◆ Ability to perform major repairs upon various light and heavy motorized equipment.
- ◆ Knowledge of necessary tools and equipment used in the repair and maintenance of motorized equipment.
- ◆ Knowledge of principles and operation of gas and diesel engines.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Departmental

- ◆ Performs skilled mechanical work of a difficult or complex nature in the general overhaul and maintenance of heavy equipment, which includes bulldozers, tractors, street sweepers, pickers, power shovels, trucks, rollers, trailers, and graders.
- ◆ Performs regular preventive maintenance on vehicles including oil changes, filter and belt changes and lubrication as necessary.
- ◆ Helps prepare trucks and other equipment for different seasonal jobs including repairing and maintaining sanders and plows.
- ◆ Maintains repair and general maintenance records on all town vehicles.
- ◆ May perform repair work on vehicles that utilize welding and cutting tools.
- ◆ Assists road crews and other departmental activities by driving equipment or performing other manual labor tasks.
- ◆ Keeps track of all spare parts inventory.
- ◆ Participates in the seasonal plowing and sanding of Town streets and sidewalks.
- ◆ Performs related work as required.

TOOLS AND EQUIPMENT USED

loaders, graders, welder, backhoes, trackless and trucks and various electric and hand tools.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by the employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to stand, sit, talk, smell, and hear. The employee is required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee is required to walk, stoop, kneel, twist, bend, reach, push, pull, climb or balance, crouch, or crawl.

The employee must occasionally lift and or move up to 75 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those 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.

Work is performed primarily in shop, vehicles, outdoor settings, in all weather conditions, including temperature extremes, during day and night work. Work is often performed in emergency and stressful situations. Individual is exposed to hazards associated with smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

Town of North Yarmouth –Mechanic/Heavy Equipment Operator/Truck Driver

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is usually loud.

The examples of duties are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

EMPLOYMENT DIRECTIVES

The duties and abilities contained herein are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The job description does not constitute an employment agreement between the Town of North Yarmouth and the employee. The job description is subject to change as the needs of the department and requirements of the job change. It is understood and expected that the performance of all job related tasks and duties shall be performed in a safe and appropriate manner at all times. All listed responsibilities are considered to be in addition to, and a natural progression of, the position that precedes it.