

## **Job Description: EQUIPMENT MECHANIC**

**CLASS NO.** 112

**EEOC CATEGORY:** Skilled Craft Workers

**PAY GROUP:** 113

**FLSA:** Non-exempt

### **SUMMARY OF POSITION:**

Ensures the county's vehicles and equipment are maintained in good working condition. Duties include minor repairs, adjustments and preventative maintenance on automotive, trucks, tractors, and other power driven equipment. Purchasing necessary parts for repairs at the direction of the Maintenance Engineer.

### **ORGANIZATIONAL RELATIONSHIPS:**

1. Reports to: Elected Official or Department Head.
2. Directs: This is a non-supervisory position.
3. Other: Frequent contact with other county departments regarding services and repair of their vehicles and equipment.

### **EXAMPLES OF WORK:**

#### Essential Duties\*

Completes tune-ups, oil changes, battery checks, tire and lubrication checks, routine transmission servicing and other preventive maintenance on county automotive and mechanical equipment.

Removes and replaces external engine parts, performs minor brake and clutch repairs and other such repairs as directed.

Diagnosis minor engine and mechanical problems and performs needed repairs.

Maintains tools and equipment, keeps shop clean and orderly at all times.

Test drive vehicles and motorized equipment.

Performs such other duties as may be assigned.

*\*for the purpose of compliance with the Americans With Disabilities Act (ADA)  
This job description does not take into account potential reasonable accommodations.*

CLASS NO. 112 (Continued)

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

*Knowledge of:* auto mechanics and the operation and repair of light duty equipment.

*Skill to:* repair vehicles, including, but not limited to, oil changes and transmission service, brakes, clutches, general automotive preventive maintenance, removal and replacement of external engine parts and other minor repairs.

*Able to:* work with a variety of hand and power tools.

**ACCEPTABLE EXPERIENCE AND TRAINING:**

High school graduation, or its equivalent, plus training as a mechanic and six months experience;

*Or* any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

**CERTIFICATES AND LICENSES REQUIRED:**

Valid Texas Driver's License.