



# JOB DESCRIPTION

<i>Title</i>	<b>Mechanic</b>		
<i>Department</i>	Public Works	<i>Job Class</i>	A RD8 4
<i>Driving Required</i>	Yes	<i>Safety</i>	Yes
<i>Labor Union</i>	AFSCME Local 2746 Courthouse/Roads	<i>FLSA</i>	Non-Exempt
<i>Created</i>	Aug. 2013	<i>Reviewed</i>	June 2022
		<i>Revised</i>	June 2022

## ***Purpose***

Performs maintenance and repairs on all county-owned equipment and vehicles including heavy equipment used in road construction and small engines.

## ***Essential Functions***

A person employed in this classification must possess the capability to perform the following duties to be considered for this position. The duties are essential functions requiring the critical skills and expertise needed to meet the job objectives. Additional specific details of these essential functions may be provided by the specific office or department job announcement, if applicable.

- Performs repairs on small engines such as pumps, chainsaws, generators, and mowers.
- Perform repairs and overhauls on transmissions, differentials, axle assemblies, steering systems, and suspension systems.
- Repair and replace brakes, fuel pumps, carburetors, generators and alternators.
- Diagnose and perform necessary repairs associated with air brake, ignition, heating, ventilation and air conditioning systems.
- Diagnose and perform necessary repairs associated with electronically controlled, and pressurized fuel injection systems.
- Perform general to advanced welding/cutting operations using MIG/TIG, carbon arc, oxyacetylene or plasma cutter equipment as required. Fabricate special parts or pieces of equipment for various custom jobs. Fabrication may include precision machining/lathe work, design engineering, and/or design/engineering assistance.
- Perform preventive, routine and miscellaneous vehicle and equipment maintenance and repairs as needed, such as oil changes, lubrication, and filters.
- Respond to equipment field service repair calls for equipment unable to return to the shop for repair. Test-drive all repaired equipment repair.
- Maintain accurate records of parts, supplies, PM programs, and work production. Track and order parts from suppliers. Participate in the specification of new tools and equipment.
- Participate in removal, overhaul, and replacement of gasoline and diesel engines.
- Straighten and repair heavy equipment, build-up, and hard-surface work equipment parts
- Troubleshoot and repair hydraulic systems.
- Repair and replace tires on automotive and industrial equipment.
- Maintain shop and grounds as well as other county infrastructure as assigned



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## ***Mandatory Qualifications***

### *Education and Experience:*

HS/GED plus certification in heavy equipment, truck, and vehicle repair, or a minimum of five years' experience or a satisfactory combination of training and experience. Valid Oregon Class A Commercial Driver's License (CDL) must be obtained within twelve months of hire with tanker endorsement. CDL courses and tanker endorsement will be offered through the County. Requires welding certification or two years' experience in welding and metal fabrication. Must possess and maintain driving privileges in the State of Oregon.

### *Knowledge, Skills and Abilities:*

Able to make good judgments and sound work decisions when estimating and performing repairs. Requires the expertise to recommend a course of action for equipment and vehicle repairs that includes setting accurate expectations for return to service. Willing and able to perform repairs in all settings and weather conditions. Competent in reading and understanding blueprints as well as wiring schematics. Basic computer and recordkeeping skills. Knowledge of all pertinent OSHA and DOT regulations. Familiar with preventive maintenance programs.

## ***Desired Qualifications***

National Institute for Automotive Services Excellence as a Master Automotive Technician or Master Truck Technician is preferred. Welding certification. Valid Class A Commercial Driver's License and current first aid/CPR certification. Current Oregon flagging certificate. Small engine training and experience is also desirable.

## ***Physical Demands***

Duties consist of frequently lifting of items 5-25 pounds and occasionally 25-100 pounds. Requires a high degree of hand/eye coordination at all times. Operate up to 80 large pieces of road equipment as well as numerous hand and power tools over time. Requires extended periods of standing on a concrete floor and working in all types of positions.

Clatsop County is committed to providing reasonable accommodations as required by the Americans with Disability Act (ADA). Reasonable accommodations may be made to enable qualified individuals with disabilities to perform essential functions and/or physical demands.

## ***Working Conditions***

Work with hazardous materials on a daily basis. Work is performed indoors and outdoors in all types of weather, at times on uneven terrain in slippery, wet weather. Must work within traffic zones on rural roadways and busy highways involving exposure to traffic and utilities. Traffic exposure can include vehicle or equipment recovery in emergency conditions. Utility and substance exposure can include any or all: electricity, gas, fumes, chemicals, hazardous materials, noise, grease, and oil.



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## ***Supervision Received and Exercised***

Works under the direct supervision of the Fleet Manager. Supervision of employees is not a normal responsibility assigned to this position. May provide training and guidance to other staff as requested.