

DELTA COUNTY ROAD COMMISSION
JOB DESCRIPTION

TITLE: Master Mechanic

GENERAL SUMMARY:

Under the supervision of the Shop Foreman performs all work related to the maintenance and mechanical repair required to keep the Commission fleet or equipment in good and safe operating condition. Utilizes a well rounded knowledge of the mechanics and repair of truck and heavy equipment, automotive and light duty trucks, diesel and gasoline engines, transmissions, welding, and safety precautions common to repair activities and a working knowledge of the tools and materials used in vehicle maintenance and repair.

EXAMPLES OF DUTIES:

Examines vehicles and equipment to determine the nature and extent of repairs needed.

Inspects vehicles and equipment for preventative maintenance measures

Raises vehicles by jacks or hoists to gain access to underside of vehicle.

Repairs vehicles by installing new or rebuilt mechanical and operating parts.

Installs hydraulic systems, including cylinders, pumps, valves, hoses, underbody scrapers, and tailgate sanders, dump body hoists, sharpen mower blades.

Welds, fabricates and repairs county road equipment.

Provides emergency field assistance to disabled equipment as needed and appropriate.

Performs all duties in conformance to appropriate safety and security standards.

The duties stated here are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not to be construed as an exhaustive list of all duties and responsibilities which might be assigned to personnel so classified. The Board of County Road Commissioners reserve the right to change the job description and required duties for this position at any time in their sole discretion.

ESSENTIAL JOB ELEMENTS AND DEMANDS (ADA):

Physical Mobility - Ability to walk extended distances and climb ramps to access Commission and other work related locations and facilities.

- Vision and Sight - Ability to read instructions, directions, and similar written information in letters, memoranda, forms and other documents.
- Hearing/Speaking - Ability to converse orally with standard telephones and radios to receive and communicate information to employees and the public.
- Agility/Movement - Ability to lift, push, pull, and manipulate tools, equipment, supplies, and other objects often weighing upwards to 100 pounds.

DESIRABLE QUALIFICATIONS:

High School education, GED, or equivalent education preparation, and two years experience as a truck and construction equipment mechanic/fabricator. Candidates for this position may be required to demonstrate their qualifications prior to the awarding of this position by the Managing Director

SPECIAL REQUIREMENTS:

Must maintain master certification status:

Heavy Duty Truck Mechanic
 HDT Engine Repair – Gasoline
 HDT Engine Repair – Diesel
 HDT Drive Train
 HDT Brakes and Braking Systems
 HDT Suspension / Steering Systems
 HDT Electrical Systems

Auto and Light Duty Mechanic
 Auto Engine Repair
 Auto Front End and Steering
 Auto Breaks and Braking Systems
 Auto Electrical Systems
 Auto Heating and Air Conditioning
 Auto Manual Transmission,
 Front and Rear Drive Axles
 Auto Automatic Transmissions
 Auto Engine Tune-up/Performance

CDL Type A with appropriate endorsements within 6 months of hire date.

Not allowed to bid out of the Master Mechanic status for other positions within the Union.

SELECTION GUIDELINES:

Formal application, rating of education and experience; or interview and reference check; job related tests may be required.

NOTE:

The above job description has been developed based on the guidelines defined by the Americans with Disabilities Act (1990)