

YARD MAINTENANCE MECHANIC

MAJOR FUNCTION

This is skilled and technical work involved in ensuring all assigned equipment, vehicles, operating supplies, tools, construction materials, facilities and grounds are maintained and accounted for.

ESSENTIAL FUNCTIONS

The following statements describe the principal functions of this job and its scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including working in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the work load.

- Maintains and repairs small gasoline engines. Performs maintenance and repair on chainsaws, weed eaters, pole saws, blowers, small compressors, small generators, and other similar type equipment.
- Responsible for all grounds maintenance at assigned substation. Includes mowing, weed eating and miscellaneous grounds work and custodial tasks.
- Performs fuel tank measurements daily and submits appropriate paperwork.
- Maintains inventory records on all hand tools, small engine tools, signs, barricades, vehicles, equipment, stock pile materials, other construction materials, and consumable items.
- Maintains stock piles at substation using a front end loader, ensuring stock piles remain pushed up and orderly.
- Performs minor maintenance and repair to equipment and vehicles at the substation.
- Responds to crews in the field to perform small engine repair, and conduct inspections on same equipment. May include delivery of materials, tools, and equipment to field crews.
- Schedules and coordinates vehicles and equipment repairs and service with Fleet.
- Occasionally performs minor welding and torch cutting.
- Handles hazardous and non-hazardous materials required in the maintenance of County roads and right-of ways and cleaning of various equipment.
- Orders and picks up operating supplies for the assigned substation.
- Required to report to work at the appointed hour, as scheduled, and to work the entire assigned schedule.

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- Performs all functions of the Medium Equipment Operator position.
- Responds to emergencies and pull on-call.

SECONDARY FUNCTIONS

- May be required to work extended shifts after hours, on holidays, or weekends in emergency situations.
- Performs other duties as assigned.

CUSTOMER SERVICE

This position provides direct customer service to other employees of the division. Personal contact occurs with citizens and employees of other departments in the County on a limited basis, usually by providing information in person and by phone contact.

SUPERVISION

Occasionally functions as a lead worker for a small group of employees (one to five) in the absence of a designated lead position.

EDUCATION, EXPERIENCE, LICENSES, CERTIFICATIONS

Education And Experience

High school diploma or general education degree (GED), Vocational Training preferred, and four years related experience or training, or equivalent combination of education and experience.

Licenses

Possession of a Florida Drivers License Class B, Tanker endorsements desired.

Certifications

Small Engine Repair Vocational Certificate
Hazardous Material (24 hour)
Maintenance of Traffic (MOT) Intermediate
National Incident Management System (NIMS) IS-700
CPR
Or the ability to obtain within 12 months of hire date.

JOB SKILLS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements are representative of the required knowledge, skills, and abilities.

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Language Skills

- Ability to read, analyze and interpret general business periodicals, professional journals, technical procedures, or governmental regulations.
- Ability to write reports, business correspondence, and procedure manuals.
- Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

Mathematical Skills

- Ability to calculate figures and amounts to such as discounts, interest, commissions, proportions, percentages, area circumference, and volume.
- Ability to apply concepts of basic algebra and geometry.

Problem Solving Abilities

- Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions.
- Ability to deal with problems involving a few concrete variables in standardized situations.
- Requires some judgment regarding use of procedures, methods, equipment, tools, or materials.

Specialized Skills and Abilities

- Ability to safely operate medium mobile equipment in a safe manner.
- Knowledge of all laws and County regulations pertaining to the operation of equipment.
- Ability to make minor repairs to small engines, tools, and mechanized equipment.
- Ability to remain calm in stressful situations.
- Ability to take a teamwork approach to the job by cooperating with others, offering to help others when needed, and considering larger organization or team goals rather than individual concerns. Includes the ability to build a constructive team spirit where team members are committed to the goals and objectives of the team.

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Machines and Equipment

Must have the ability to proficiently operate the following: chainsaw, welder, cutting torch, pole saw, air compressor, pavement saw, generators, water pump, weed eater, blowers and a pickup truck. Should also be familiar with and capable of operating a tractor and batwing, chipper truck and chipper, patch truck and single axle dump truck, tandem dump truck, miniwheeler, grapple truck, and front end loader and a two way radio.

PHYSICAL DEMANDS

While performing the duties of this job, the employee will regularly be required to sit, stand, walk, climb or balance, and lift up to one hundred pounds; and will frequently be required to and to use hands to finger, handle, or feel, reach with hands and arms, stoop, kneel, crouch, crawl, and talk or hear. Special vision requirements of this position include close, color, and 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. While performing the duties of this job, the employee will occasionally be exposed to toxic or caustic chemicals; risk of electrical shock; vibrations; high, precarious places; and fumes or airborne particles; and will frequently be exposed to moving mechanical parts and outdoor weather conditions. The noise level for this environment will be loud.

Established: 10/99

Pay grade: 7

Job Description Number: 8032

Category: 8

Status: NE

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