

TOWN OF RICHLANDS JOB DESCRIPTION

Department: Street Department

Job Title: Mechanic

Reports to: Street Supervisor

Classification: Hourly, Non-Exempt

Nature of Work:

Services and repairs automotive, construction, and maintenance equipment, both gas and diesel fueled.

The work involves assisting the town lead mechanic in the maintenance and repair of all of the Town's vehicles and mechanical equipment. Work is laid out in general terms and inspected by the Town lead mechanic on completion.

This position is to assist the town lead mechanic in performance of his duties and also duties requiring less mechanical skill such as running parts and cleaning vehicles, tools, equipment, and working spaces.

Examples of Job Activities:

Inspects, services, and repairs police car, fire trucks, garbage trucks, road maintenance and other mechanical equipment.

Installs and removes snow removal equipment.

Performs troubleshooting replacing parts as needed.

Performs routine maintenance such as changing oil and filters and tuning engines.

Performance of errands and cleaning activities.

May be required to participate in snow removal activities.

Performs other tasks as assigned.

Minimum Education, Experience, and Licenses:

Any combination of education and experience equivalent to graduation from high school supplemented by technical vocational automotive training and extensive experience in skilled automotive mechanics.

Comprehensive knowledge of the methods, practices, materials, and tools of the automotive mechanics trade and thorough knowledge of the principles of internal combustion engine. Prefer a high school or GED Graduate and valid license to drive in the State of Virginia. CDL license preferred.

Some experience in the servicing and repair of automotive and heavy mechanical equipment; ability to follow oral instructions; experience in the use of hand tools.

Knowledge, Skills and Abilities:

Ability to read, write, understand and communicate in English sufficiently to perform job duties. Ability to operate minor construction equipment such as backhoe, end loader, pavement roller, refuse truck and dump truck, etc. combustion engines; and possession of a valid motor vehicle operators license.

Physical Standards:

Must have the physical ability to direct repair, which could include assisting subordinates with work related issues that would include labor-intensive work. Must be able to exert up to 50 lbs of force occasionally and/or a necessary amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. Work will involve sitting, walking or standing for long periods of time.

Background investigation and requirements:

Applicant will be subjected to a physical examination, drug screening and criminal background investigation.

Work Standards:

Work environment is a mechanic shop and outdoors, which will include varying temperatures and climatic conditions.