

BENTON COUNTY POSITION DESCRIPTION

CLASSIFICATION	BAND	GRADE	SUBGRADE	FLSA STATUS
Maintenance & Operations Specialist 3	B	2	3	Non-Exempt
POSITION TITLE:	Mechanic 2	POSITION#:	TBD	
<input checked="" type="checkbox"/> New <input type="checkbox"/> Revised (Check one)	Date:			
SERVICE TYPE:	AFSCME			
Employee Name:	Department:	Public Works-Motor Pool	Supervisor:	
FTE: 1.0	Employment Status:	Regular Full Time		

Position Summary

Performs journey level mechanic maintenance, diagnostic and repairs on diesel engines and heavy trucks i.e. fleet vehicles, school buses, transit buses, miscellaneous fire and ambulance equipment, heavy construction equipment, police vehicles and other specialized equipment. Cummins experience preferred. Orders all parts needed for service and repairs.

Essential Duties

No.	Major Functional Area (MFA)	% of Time
1	MFA: Maintenance of Ambulances and Fire truck equipment and Aerial Fire trucks Essential Duties: <ul style="list-style-type: none"> • Diagnose problems using scan tools and laptop computer. • Repair and maintain engines, transmissions, axles, steering and suspension systems, cooling systems, electronic systems, multiplex systems, electrical systems, hydraulics, air and hydraulic brakes, ABS systems, air conditioning, 120 electrical systems, extrication tools, generators, (aerial ladder repairs as per UL standards), fire pump systems and repair, plumbing, fire suppression foam systems. • Provide direct customer service. • Order and bill for parts. 	40%
2	MFA: Maintenance of Diesel and Gasoline Heavy Trucks, School Buses, and Transit Buses Essential Duties: <ul style="list-style-type: none"> • Diagnose problems using scan tools and laptop computer. • Repair and maintain engines, transmissions, axles, steering and suspension systems, cooling systems, electronic systems, multiplex systems, electrical systems, air and hydraulic brakes, ABS systems, air conditioning, and wheel chair lifts. • Trucks and transit buses repaired to Department of Transportation (DOT) standards. School buses repaired to Oregon Department of Education (DOE) standards. • Provide direct customer service. • Order and bill for parts. 	25%

3	MFA: Maintenance of Heavy Equipment (Graders, Chip spreader, Heavy Mowers, Excavator, Backhoe, Trailers, Paint Stripper, Roller, Forklift, etc.) Essential Duties: <ul style="list-style-type: none"> • Diagnose problems using scan tools and laptop computer. • Repair and maintain engines, transmissions, axles, steering and suspension systems, cooling systems, electronic systems, multiplex systems, electrical systems, hydraulics, air and hydraulic brakes, ABS systems, air conditioning, propane fuel systems, and hydrostatic drive systems. • Provide direct customer service. • Order and bill for parts 	15%
4	MFA: Maintenance of Automobiles and Light Trucks and Police Vehicles Essential Duties: <ul style="list-style-type: none"> • Repair and maintain engines, transmissions, axles, steering and suspension systems, cooling system, electronic systems, multiplex systems, electrical systems, hydraulic brakes, ABS systems, air conditioning, and SRS airbag systems. • Work directly with customers • Order and bill parts. 	10%
5	MFA: Fabrication and Design Essential Duties: <ul style="list-style-type: none"> • Welding, light machining, repair and construction of equipment • Modifying equipment and tools for specialized applications or individual customer needs. • Fabricate body, electrical, hydraulic systems, fire equipment pump plumbing, and 110V electrical systems. • Repaired damaged equipment, fortify and rebuild to usable condition. 	10%
Percentages should total 100%		100%

Special Requirements.

<p>Must have a strong knowledge of what makes any machine operate, how to diagnose a malfunction and repair it.</p> <p>Must have a certificate or AS Degree in Diesel Technology and ASE Truck Certification.</p> <p>Must have air condition and air brake certifications.</p> <p>Must have 5 years experience in journeyman level heavy equipment.</p> <p>Must have 3 years experience diagnosing and repairing hydraulic systems, air conditioning and air brakes.</p> <p>Must have a proven history of using scan tools and laptop computers for diagnostic.</p> <p>Must have an Oregon driver's license.</p> <p>Must obtain an Oregon commercial driver's license (CDL) within 6 months of hire date.</p> <p>Must obtain forklift certificate within 6 months of hire date.</p> <p>Must obtain hoist training within 6 months of hire date.</p> <p>Must obtain Automotive Service Excellence (ASE) certifications for Automotive & Truck, Truck Maintenance, Brakes Suspension, Engines and School Bus & Brakes within 12 months of hire date.</p> <p>Must obtain Emergency Vehicle Training & Certification within 12 months of hire date.</p> <p>Must complete courses and obtain certifications on Cummins and Allison maintenance within 12 months of hire date.</p> <p>Must obtain NFPA fire apparatus maintenance certifications.</p> <p>Must complete courses and obtain certifications on Cummins, and Allison maintenance.</p> <p>Must obtain Oregon Department of Education school bus Inspection within 12 months of hire date.</p> <p>Must obtain First Aid/CPR Certification within 6 months of hire date.</p>

Physical Requirements.

Work is in an equipment shop environment that can be cold, smoky and noisy.
Field conditions can be hot, cold and/or wet.
Must be able to work 10 hour shifts.
Must be capable of lifting up to 100 pounds.
Works around brake and clutch dust, oils, commercial solvents, soaps, firefighting foam, battery acid, etc.
Works with ambulances that transport patients that are ill.
Works with Vactor (sewer sucker) trucks and equipment that are contaminated with raw sewage.
Most of the work is done standing, kneeling or laying on a concrete floor.
Must be able to contort the body to get into tight places such as under the dash or inside a ladder or pump compartment.
Must follow safety measures to avoid harmful accidents or injuries to self or others.

NOTE: The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.