

**ROWAN COUNTY
HUMAN RESOURCES**

JOB DESCRIPTION

Job Title : Heavy Equipment Mechanic I
Department: Environmental Services
Revised : August 2013

Class : Skilled Craft
FLSA : Non-exempt

This job description supersedes any prior description for the Heavy Equipment Mechanic I classification.

GENERAL DESCRIPTION

Skilled work in the maintenance, repair, and problem diagnosis of heavy equipment such as bulldozers, self-loading scrapers, backhoes, forklifts, and skid steer loaders, etc. at the County Landfill, Recycling Processing Center, and Convenience Sites. Supervision is received from the Heavy Equipment Mechanic II who assigns work and reviews work through observation and periodic conferences.

ESSENTIAL JOB FUNCTIONS (Any one position may not include all of the duties listed, nor do the listed examples include all tasks which may be found in positions of this class.)

Performs preventive maintenance and major and minor repairs on automotive and heavy construction equipment at the County Landfill, Recycling Processing Center, and Convenience Sites.

Inspects, dismantles, and assembles heavy equipment; changes tires, adjusts, and lubricates equipment.

Performs minor repairs on engines and transmissions.

Reviews flow charts, diagrams, and manuals to determine vehicle malfunction.

Performs field servicing of vehicles including tire changes, battery installation, and towing.

Provides assistance and guidance to drivers and heavy equipment operators.

Tests completed work products for defects and conformance to specifications.

Performs shop maintenance including general clean up.

Maintains maintenance records.

OTHER JOB FUNCTIONS

Operates heavy equipment and may move equipment from one site to another when necessary.

Performs related duties as required.

Management reserves the right to add or amend duties at any time.

KNOWLEDGE, SKILLS, AND ABILITIES

General knowledge of the methods, tools, and equipment used in the repair of automotive and heavy construction equipment.

Job Title: Heavy Equipment Mechanic I

Page : 2

Knowledge and skill in the use and operation of shop tools and machinery including tire changers, jacks, lifts, welding, and grinding machines.

Knowledge and skill in the application of heavy equipment maintenance and reading and comprehending operations manuals.

Knowledge of heavy equipment parts and replacement parts.

Knowledge of safety practices and procedures.

Skill in the performance of mechanical maintenance and repair with speed and accuracy.

Ability to diagnose the more common defects in equipment.

Ability to analyze, evaluate, and detect malfunctioning heavy equipment and make the necessary repairs.

Ability to interpret work from sketches, diagrams, and installation and repair charts.

Ability to understand and follow instructions in both oral and written form.

Ability to establish and maintain effective working relationships with employees and the general public.

PHYSICAL REQUIREMENTS

Work in this class will include sitting, walking, running, bending, stooping, and lifting weights in excess of 150 lbs with assistance. Work will include both indoor and outdoor activity where employee is exposed to elements of nature: cold, hot, rain, snow, sleet, ice, etc. Employee may be exposed to hazardous chemicals, smoke, or potentially hazardous or volatile situations. Employee must be able to maneuver in tight places such as the crawl space under a building, climb ladders, step over obstacles, and step on and off machinery, etc. Work will include operation of a motor vehicle.

EXPOSURE CONTROL

Work activity is normally performed without blood or body fluid exposure but exposure may occur in an emergency. Personal protective equipment should be available and used if an emergency arises.

MINIMUM EXPERIENCE AND TRAINING

Graduation from high school, supplemented by technical courses in vehicle or equipment repair, and two years of experience performing mechanical repairs on vehicles and heavy equipment; or an equivalent combination of training and experience. A valid driver's license is required.

**This job description does not create an employment contract,
implied or otherwise.**