

General Statement of Job

The Mechanic III performs a variety of difficult, highly technical, skilled work repairing and maintaining automotive and heavy equipment fleet under the supervision of the Solid Waste Operations Manager.

Specific Duties and Responsibilities

Essential Functions:

Perform journey level technician duties, including routine preventative maintenance, inspection, diagnoses, adjustment, overhaul and repair of vehicular equipment, heavy equipment and all gasoline, diesel, hydraulic or cable operated equipment repaired in shop, repair fleet vehicles according to maintenance schedules.

Perform unit overhauls, including engine (gasoline and diesel) transmissions, differential and transaxle assemblies, clutch assemblies, hydraulic pumps and cylinders, and steering gears.

Inspect all parts for wear, breaks or defects, use diagnostic testing and calibrating equipment to repair or adjust specialized parts such as carburetors, computerized fuel management systems, fuel injection systems, automatic and manual transmissions, air brake systems, on-board diagnostic systems, air conditioning systems, and electrical and other systems.

Test equipment to detect, adjust and/or correct deficiencies on vehicles and equipment including checking and adjusting caster and camber settings, hydrocarbon emissions, ignition timing, injector settings, flow fuel distribution and other system checks as required.

Inspect inoperative motor vehicles and equipment, diagnose the cause of the malfunction, and repair the vehicle or equipment to return service.

Inspect new vehicles and equipment to determine if it conforms to applicable technical specifications, schematic diagrams (i.e., electrical and air brake systems) and OEM maintenance requirements.

Assist Operations Manager in the operation of the shop, including troubleshooting problems and diagnosing difficult repairs as they occur, and performing quality control inspections as well as performing journey level technician duties.

Perform road tests and inspects work to ensure services and repairs have been properly performed.

Maintain qualifications and ability to operate all equipment repaired by the shop, including heavy equipment and trucks in testing quality of work and delivering to commercial shops.

Perform cutting, welding and brazing as needed and may do minor body and metal fabrication work.

Respond to emergency mechanical problems in the field.

Operate tools necessary to perform duties, including pneumatic tools, power tools, hand tools and test equipment.

Perform safety inspections and emission testing when required.

Keep records of maintenance and repairs performed on equipment using fleet management software.

Train apprentice mechanics in more complex repair activities.

Order, pick up and maintain inventory of parts.

Perform a variety of duties in support of operational requirements and direct citizen service delivery such as acting as a back-up to other staff and response to weather-related and other emergencies as needed.

Attend meetings as required.

Perform other duties to provide direct or indirect service to the Service Authority members or customers as assigned.

When unusual situations occur and /or a local official declares a State of Emergency, all Service Authority employees may be required to accept and perform special assignments as needed to ensure appropriate service delivery.

Knowledge, Skills, and Abilities:

Ability to read and interpret parts and repair manuals, policies and procedures.

Ability to study applicable service manuals and participates in technical training and certification programs to stay abreast of technological changes.

Ability to focus on solving conflict resolves and seeks feedback regarding questions, requests and/or complaints in a timely manner.

Ability to add, subtract, multiply and divide using all basic units of measure.

Work with whole numbers, common fractions and decimals.

Analyze situations and uses judgment within complex established procedures, practices or past precedents and understand implications of decisions.

Manage competing demands.

Ability to learn new skills and translates prior experience into new skills.

Volunteers readily and seek increased responsibility.

Display original thinking and creativity in making complex decisions.

Develop innovative approaches and ideas to improve processes, services, etc.

Education and Experience

Requires graduation from high school or completion of GED equivalent; AND

One (1) year diesel/auto coursework. Post-secondary school course work desirable.

Seven (7) years of related experience with heavy equipment maintenance, repair and troubleshooting.

Demonstrates intermediate Microsoft Office skills, and advanced skill in specific job related applications and equipment. Demonstrates advanced skills in operating the fleet management software.

Valid Virginia Driver's License, CDL license and other licenses as required, and be insurable under the Authority's Insurance Policy.

Relevant background checks must be completed and approved.

Three (3) years of ASE certifications.

Physical Conditions and Work Environment

Regularly required to stand for long periods of time, and to use fingers and hands to operate equipment and to gather, sort and process documents. Occasionally required to sit, walk, stoop, kneel and crouch, and to lift up to 50 pounds. Vision requirements include close vision and ability to adjust focus. May be required to work outside of normal work hours, to report to work during inclement or unusual weather or other conditions or to respond in other abnormal situations. Tools up to 1 inch are required to be supplied by employee.