



EQUIPMENT MECHANIC II

General Statement of Duties

Performs difficult, skilled mechanical work in the repair and overhaul of automotive and mechanical equipment, gas and diesel motors and engines, performing preventive maintenance and maintaining records of work activities.

Distinguishing Features of the Class

An employee in this class performs as a skilled mechanic in the County's garage. The employee conducts preventive maintenance and repairs on automotive, small and large trucks, and small and equipment. Work includes the repair of gasoline and diesel engines, manual and automatic transmissions, motors, brakes, electrical and hydraulic systems, and tires. Other work includes keeping records of maintenance activities; procuring supplies and parts; and maintaining proper inventory. Employee exercises skill and judgment in diagnosing malfunctions of vehicles and equipment and determining necessary repairs. Work is performed under regular supervision of the Public Works Manager, and is evaluated through periodic discussions, observation and the proper functioning of the equipment maintained.

Duties and Responsibilities

Essential Duties and Tasks

- Troubleshoots and repairs a variety of vehicles and types equipment including law enforcement vehicles, small and large motorized equipment and heavy construction equipment.
- Performs scheduled preventive maintenance on vehicles and equipment such as tune-ups, checking lights, tires, brake linings, wiper blades, horns, suspensions, etc.
- Operates equipment such as lift jacks, tire changers, air guns, battery chargers, wrenches, cranes, air compressors, welding units, and other hand tools.
- Lubricates, repairs and replaces parts and filters; cleans and replaces spark plugs, installs radiator hoses, and replaces belts.
- Changes, repairs and replaces tires; replaces and checks brakes, replaces hoses, etc.
- Performs diagnostics and repair work on electrical, exhaust, transmission, brakes, air condition systems and hydraulic systems and overhauls engines.
- Conducts annual emission and safety inspections.
- Fabricates metal for body work on equipment, container boxes and related equipment; sandblasts and paints.

- Orders, stocks and maintains accurate inventory of parts and tools.
- Prepares work orders and records of maintenance and repair activities; prices work orders; maintains warranties and other related documents.

Additional Job Duties

- Performs related duties as required.

Recruitment and Selection Guidelines

Knowledge, Skills and Abilities

- Considerable knowledge of the methods, tools, parts and equipment used in the repair of light automotive passenger cars, trucks, construction, maintenance and specialized equipment.
- Considerable knowledge of gasoline and diesel engine operation and repair.
- Considerable knowledge of electrical, hydraulic, vacuum, transmission, and brake systems.
- Working knowledge of safety hazards and precautions related to the work.
- Skill in the use and the operations of tools and machinery used in automotive repair work.
- Ability to detect by inspection any worn or broken parts.
- Ability to understand service manuals and schematic drawings.
- Ability to operate vehicles safely.
- Ability to establish and maintain accurate maintenance records, and supply and parts inventories.
- Ability to establish and maintain effective working relationships with coworkers and other departments.

Physical Requirements

- Work requires the exertion of 50 pounds of force occasionally, up to 20 pounds of force frequently, and up to 10 pounds of force constantly to move objects, and some heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects.
- Work requires climbing, balancing, stooping, kneeling, reaching, standing, walking, pushing, pulling, lifting, grasping, and repetitive motions.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to detailed information through oral communications and/or to make fine distinctions in sound.
- Visual acuity is required for close visions, distance vision, ability to adjust focus, depth perception, color perception, peripheral vision, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication

of parts at or within arms-length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities.

- Work regularly requires working near moving mechanical parts and exposure to toxic or caustic chemicals, frequently requires exposure to fumes or airborne particles, exposure to outdoor weather conditions and exposure to vibration and occasionally requires wet, humid conditions (non-weather), working in high, precarious places, exposure to the risk of electrical shock and exposure to blood-borne pathogens and may be required to wear specialized personal protective equipment.
- Work is generally in a loud noise location (e.g. grounds maintenance, heavy traffic).

Desirable Education and Experience

Graduation from high school and considerable experience in repairing heavy construction equipment; or an equivalent combination of education and experience.

Special Requirements

Possession of an appropriate valid N.C. CDL Driver's License upon hire.

Possession of N.C. Safety and Emissions Inspector's License within six months of hire.

Carteret County
2014

Special Note: This generic class description gives an overview of the job class, its essential job functions, and recommended job requirements. However, for each individual position assigned to this class, there is available a completed job questionnaire with a physical abilities checklist which can give further details about that one specific position. Those documents should be reviewed before initiating a selection process. They can provide additional detailed information on which to base various personnel actions and can assist management in making legal and defensible personnel decisions.