



Lead Vehicle Heavy Equipment Mechanic - Fleet

Bargaining Unit: SEIU Local 1021

DEFINITION

Under general supervision this position leads other mechanics and participates in the maintenance on City owned vehicles and equipment. This is a single position, non-management, lead classification which reports to the Public Works Fleet Superintendent. Perform related duties as required.

CLASS CHARACTERISTICS

N/A

EXAMPLES OF DUTIES (*illustrative only*)

- Plans, prioritizes, assigns and reviews garage repair work of mechanics and students.
- Oversees preventative and periodic maintenance programs and assures that it is properly maintained and work is scheduled.
- Receives and manages non-scheduled and emergency maintenance repairs.
- Initiates requisitions and purchase of parts and supplies in accordance with City purchasing procedures.
- Processes mechanics requests for parts and supplies.
- Ensures compliance with provisions of equipment warranties
- Maintains and repairs City vehicles and equipment; repairs and installs tires; gas and service emergency generators.
- Weld and fabricate as needed for repair or construction; repair and maintain hydraulic systems; diagnose and repair electrical systems.
- Repair light and heavy-duty brake systems; maintain emission control systems.
- Transfer of special gear from old to new units, usually requiring modification to fit properly.
- Submit daily work orders and logs; clean shop and shop tools; store parts inventory.
- Preventative and periodic maintenance and repair of the Compressed Natural Gas, gasoline and diesel fueling stations.
- Performs other related tasks as required.

QUALIFICATIONS

Education and Experience:

Any combination equivalent to experience and education which has provided the knowledge, skills and abilities necessary to satisfactory job performance would be qualifying. A typical way to obtain the required knowledge, skills, and abilities would be:

Four (4) years as a journey level mechanical and heavy equipment repair experience. One (1) year lead experience preferred.

KNOWLEDGE AND ABILITIES:

Knowledge Of:

- Knowledge of the use of a computer.
- Knowledge of the principles of operation of gasoline and diesel engines.

Ability To:

- Ability to plan, schedule, assign and review the work of skilled mechanics and other shop workers.
- Ability to diagnose defects in and perform repairs on a wide variety of automotive and construction equipment.
- Ability to weld and fabricate.
- Ability to use a computer.
- Ability to use and care for related tools and equipment.
- Ability to understand and follow oral and written instructions.
- Ability to prepare job reports.

Licenses and Certificates:

Possession of a valid commercial Class A Driver's License with a satisfactory driving record.

WORKING CONDITIONS, ADA AND OTHER REQUIREMENTS

Be in good physical condition.

Rare = < 10%, Occasional = 11-33%, Frequent = 34-66%, Constant = >66%

Sitting: Rare

Walking: Occasional

Standing: Frequent

Bending (neck): Frequent

Bending (waist): Occasional

Squatting: Rare
Climbing: Rare
Kneeling: Rare
Crawling: Rare
Jumping: Rare
Balancing: Occasional
Twisting (neck): Occasional
Twisting (waist): Rare
Grasp - light (dominant hand): Occasional
Grasp - light (non-dominant): Occasional
Grasp - firm (dominant hand): Frequent
Grasp - firm (non-dominant): Frequent
Fine manipulation (dominant): Occasional
Fine manipulation (non-dominant): Occasional
Reach - at/below shoulder: Occasional to frequent
Reach - above shoulder level: Occasional

Push/pull:

Up to 10 lbs. Occasional
11 to 25 lbs. Occasional
26 to 50 lbs. Rare
51 to 75 lbs. Rare
76 to 100 lbs. Rare
Over 100 lbs. Never

Lifting:

Up to 10 lbs. Occasional
11 to 25 lbs. Occasional
26 to 50 lbs. Rare
51 to 75 lbs. Rare
76 to 100 lbs. Rare
Over 100 lbs. Never

Carrying:

Up to 10 lbs. Occasional
11 to 25 lbs. Occasional
26 to 50 lbs. Rare
51 to 75 lbs. Rare
76 to 100 lbs. Rare
Over 100 lbs. Never

The City of Union City is an equal opportunity employer. The City of Union City will comply with its obligations under the law to provide equal employment opportunities to qualified individuals with disabilities.

The above statements reflects the general details considered necessary to describe the functions of the job identified and shall not be construed as a detailed description of all the work requirements that may be inherent in the job.

Travel: Positions in this class may require local and statewide travel as necessary.