LEAD VEHICLE/HEAVY DUTY EQUIPMENT MECHANIC

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.

EXAMPLE OF DUTIES

- 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

Experience:

Any combination of education and/or experience 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 years as a journey level mechanical and heavy equipment repair experience. One year lead experience preferred.

Knowledge and Abilities:

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; knowledge of and 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; knowledge of the principles of operation of gasoline and diesel engines.

Physical and Environmental Demands and Other Requirements:

Be in good physical condition, possession of a valid California Driver’s License with a satisfactory driving record.

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.

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