

JOB DESCRIPTION

Fleet Mechanic

Required Licenses or Certifications:

Possession of a valid Class B Commercial Driver's License with appropriate endorsements.

Required Knowledge of:

- Principles and operating characteristics of various mechanical equipment.
- Methods, tools and equipment used in the repair and maintenance of automotive and heavy equipment.
- Operation of internal combustion engines.
- Welding and fabrication methods and techniques.
- Tire repair procedures.
- Uses and applications of personal computers and various software applications.

Required Ability to:

- Develop and maintain effective working relationships with Town staff and the general public.
- Conduct on-board computer diagnostics.
- Troubleshoot vehicle and equipment problems.
- Diagnose mechanical, brake, fuel and electrical defects of a variety of gasoline and diesel equipment.
- Maintain time and material records.
- Read and interpret safety precautions
- Read and interpret Material Safety Data Sheets
- Use hand and power tools.
- Communicate effectively, both orally and in writing.
- Assess and prioritize multiple tasks and demands.
- Operate a personal computer utilizing a variety of diagnostic software.

Physical Demands / Work Environment:

- Work is performed in both indoor and outdoor work environments. May be required to perform a full range of motion with lifting and/or carrying supplies, materials, equipment and/or items weighing up to 100 pounds. Potential exposure to extreme weather conditions. May be exposed to moving vehicles and equipment. May be exposed to hazardous chemicals. May be exposed to flammable materials or electrical hazards. May be exposed to infectious diseases. Vision requirements include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Core values: Integrity, Teamwork, Respectful, Communication, Service, Leadership, Innovation

Classification	Adopted	Revised	Retitled	Class Code / Range	FLS Designation	Step
		8/2020				

APPROVED: Laura Kyriakakis

DATE: 8/10/2020