

GENESEE COUNTY

HEAVY EQUIPMENT MECHANIC (HELP Program)

DISTINGUISHING FEATURES OF THE CLASS: This position is skilled and technical in nature involving the primary responsibility and performance of a variety of gasoline and diesel heavy duty truck and equipment repair and maintenance. The work is performed under direct supervision from the Fleet Maintenance Supervisor or his/her such official or designee. Supervision is not typically exercised over subordinate staff. Does related work, as required.

TYPICAL WORK ACTIVITIES:

Performs skilled operations in making general repair and routine maintenance on heavy gasoline and diesel motor equipment such as but not limited to; trucks, tractors, power shovels, graders, bulldozers, rollers and compressors;
Participates in more complex repairs on all systems of heavy gasoline and/or diesel power trucks;
Responsible for verifying that vehicles meet all New York State DMV inspection requirements;
Participate in the work activities of day-to-day maintenance and repair of county owned heavy motor equipment, vehicles and other county owned vehicles;
Perform and complete computer diagnosis of electronic vehicle control systems;
Examines county owned vehicles and equipment in order to verify and operator complaints by determining the nature and extent of damage or malfunction and determine the necessary actions and part needed;
Prepare requisitions for parts, oil, grease, tires and other materials required for the maintenance and repairs of vehicles and equipment;
Responsible for documenting parts, and work performed either in written form or in an electronic database;
Maintains records of tasks performed, and other pertinent records and reports;
Keeps shop area neat and clean.

The above examples of duties are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITY AND/OR PERSONAL

CHARACTERISTICS: Thorough knowledge of standard gasoline/diesel automotive, heavy truck and equipment repair and maintenance methods; thorough knowledge of automotive, heavy truck and equipment repair terminology, tools, electrical and mechanical systems; Working knowledge of computer systems and various software; Ability to diagnose problems with these systems; Ability to perform difficult and complex repairs to all county owned vehicles and equipment; Ability to work from plans, specifications and oral instructions, and to follow rough draft sketches; Ability to work in remote locations; Ability to communicate effectively both orally and in writing; Good motor and hand eye coordination; manual dexterity.

CONTINUED.....

HEAVY EQUIPMENT MECHANIC (HELP Program)

Page 2

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to reach with hands and arms. The employee constantly is required to stand; walk; and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear.

The employee must occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee is frequently exposed to wet and/or humid conditions. The employee is occasionally exposed to risk of electrical shock.

The noise level in the work environment is usually moderate to loud.

MINIMUM QUALIFICATIONS:

EITHER:

- A.** Possession of an Associate's degree or higher in heavy equipment technology or mechanics, truck & diesel technician or closely related field **AND** three (3) years of verifiable experience as a paid full-time professional mechanic which involved the maintenance and repair of heavy trucks and or equipment or road repair and construction equipment;

OR

- B.** Graduation from high school or possession of an appropriate equivalency diploma recognized by the NYS Department of Education **AND** five (5) years of verifiable experience as a paid full-time professional mechanic which involved the maintenance and repair of heavy trucks and or equipment or road repair and construction equipment;

OR

- C.** Any equivalent combination of education, experience or training as described above.

CONTINUED.....

HEAVY EQUIPMENT MECHANIC (HELP Program)

Page 3

SPECIAL REQUIREMENTS FOR APPOINTMENT AND CONTINUED EMPLOYMENT:

1. Must possess a valid CDL-A NYS driver's license appropriate to the vehicles(s) operated at the time of appointment.
2. Possession of and maintain certification as a NYS Motor Vehicle Inspector.
3. Must obtain a Hazmat endorsement on NYS driver's license within one (1) year of employment.

NOTE: Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

All qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.