



UNION COUNTY BOARD OF COMMISSIONERS

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Recruitment is open to all who meet the qualifications below and will be used to fill this vacancy and others that may occur in the next six months to one year.

NOTICE OF JOB OPENING

POSITION: Mechanic

FTE: 1.0 FTE (40 hours per week)

DEPARTMENT: Public Works

OPENING DATE: May 29, 2018

CLOSING DATE: June 11, 2018, 4:30 pm

SALARY: Range 37M(PW) \$3332 - \$4308/month

DUTIES: Inspects, diagnoses, and repairs all types of county vehicles and equipment. Does routine maintenance on same.

QUALIFICATIONS: Knowledge of the methods and practices used in the repair and maintenance of automotive and road maintenance and construction equipment. Knowledge of preventive maintenance practices for equipment and vehicles. Knowledge of the principles and practices used in the safe and efficient operation of an automotive and equipment repair shop. Considerable knowledge of diesel engines and diesel powered equipment. Skill in the use of power tools, hand tools, and equipment necessary to perform repairs/overhauls and preventive maintenance. Skill in the use and operation of road and highway maintenance equipment. Must possess or obtain within six months of initial hire date an Oregon CDL Class A with all endorsements except hazmat. A minimum of two years of journeyman level experience in the repair, overhaul, preventive maintenance, and adjustment of light and heavy equipment and vehicles is preferred.

SEE JOB DESCRIPTION FOR ADDITIONAL DUTIES & REQUIREMENTS.

APPLY: Union County Public Works Office
10513 McAlister Road
Island City, OR 97850
(Monday – Thursday 7:00 AM – 5:30 PM)

Application Available at: <http://union-county.org/wp-content/uploads/2015/01/UNION-COUNTY-EMPLOYMENT-APPLICATION-Updated-10-2017.pdf>

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

UNION COUNTY

Job Description

JOB TITLE: Mechanic

DEPARTMENT: Public Works

APPROVED BY: Public Works Director

DATE: May 29, 2018

PURPOSE OF POSITION:

Inspects, diagnoses, and repairs all types of county vehicles and equipment. Does routine maintenance on same.

ESSENTIAL JOB FUNCTIONS:

1. Repairs, services, and overhauls all types of equipment and vehicles such as road graders, bulldozers, cranes, front-end loaders, light and heavy trucks, automobiles, tractors and smaller equipment such as pumps, small engines, compressors, and chain saws.
2. Works on engines, transmissions, brake and clutch systems, differential and gears of all types. Hydraulic; motors, pumps, lines, valves, controls, and systems. Carburetors and fuel injection systems, electrical systems, radiator/cooling systems and suspension systems.
3. Test drives/operates vehicles and equipment as needed for diagnostic and operation checks.
4. Performs equipment/vehicle preventive maintenance work such as changing oil, greasing, and lubing.
5. Performs preventive maintenance inspections and fills out PMI forms and maintenance records as required.
6. Operates shop equipment such as grinders, jacks, arc and gas welders, metal lathe, drills, brazing, cutting equipment, and a variety of other tools. Operates tests and regulates equipment used in truck, automotive, and equipment repair and testing.
7. Does metal fabrication of special projects such as cattle guards, bridges, benches, trailers, special attachments for equipment, tools, and other special items.
8. Will occasionally make repairs at job site as needed.
9. Participates in training programs.

10. May operate trucks and equipment as needed on crew.
11. May flag traffic as needed.

THE ABOVE DESCRIPTION COVERS THE MOST SIGNIFICANT DUTIES PERFORMED BUT DOES NOT INCLUDE OTHER OCCASIONAL WORK, THE INCLUSION OF WHICH WOULD BE IN CONFORMITY WITH THE FACTOR DEGREE ASSIGNED TO THIS JOB.

MANDATORY REQUIREMENTS:

1. Knowledge of the methods and practices used in the repair and maintenance of automotive and road maintenance and construction equipment.
2. Knowledge of preventive maintenance practices for equipment and vehicles.
3. Knowledge of the principles and practices used in the safe and efficient operation of an automotive and equipment repair shop.
4. Considerable knowledge of diesel engines and diesel powered equipment.
5. Skill in the use of power tools, hand tools, and equipment necessary to perform repairs/overhauls and preventive maintenance.
6. Skill in the use and operation of road and highway maintenance equipment.

DESIRABLE REQUIREMENTS:

1. Two years of journeyman level experience in the repair, overhaul, preventive maintenance, and adjustment of light and heavy equipment and vehicles.

SPECIAL REQUIREMENTS/LICENSES:

1. Must possess common tools to perform most job functions.
2. Possession of valid Oregon driver's license and CDL Class A with all the endorsements except hazmat. They are doubles/triples, tanks, and air brakes.

PHYSICAL DEMANDS OF THE POSITION:

While performing the duties of this position, the employee is frequently required to sit, communicate, reach, and manipulate objects, tools, or controls. The position requires mobility and many duties are physically demanding, requiring the movement of materials weighing up to 100 pounds. Duties require regular operation of light, medium, and heavy equipment and the use of hand tools. Activity and types of duties performed require manual coordination and dexterity.

WORKING CONDITIONS:

The majority of duties take place outside of buildings with exposure to all types of weather conditions and terrains on a year-round basis; bio-hazardous waste, dirt, grease, oil, fumes, noise, and chemicals. Position is subject to emergency call out after normal duty hours.

SUPERVISORY RESPONSIBILITIES:

Supervision is not a typical function assigned to this position.

SUPERVISION RECEIVED:

Works under the direct supervision of the Equipment Superintendent.