

Job Title:	Mechanic	
OCG Job Code #:	CRD-007	
Classification Code:	49-3031	
Division:	Public Works	
Department:	Road Department	
Classification Status:	Non-Exempt	
Position Type:	FTE	
Retirement System:	CERS-N-HZ	
Benefits:	Yes	
Professional Certification (s):	<ol style="list-style-type: none"> Class A Commercial Driver's License Non-5th Wheel Restricted ASE Certification(s) 	
Compensation Category:	N/A	
Hourly Compensation:	Minimum:	\$16.00
	Middle:	\$17.50
	Maximum:	\$19.00
Yearly Compensation:	Minimum:	\$33,280.00
	Middle:	\$36,400.00
	Maximum:	\$39,500.00

Job Description	
Job Summary	
<p>[NOTICE: A candidate shall possess a valid State driver's license and possess a Class A Commercial Driver's License Non-5th Wheel Restricted & ASE Certification(s) to be considered as classified full-time permanent employee within this job code.</p> <p>To service and make repairs to County vehicles, heavy equipment and accessories to extend life cycle of all mechanical capital assets of the county while exceeding minimum safety standards established by federal, state and industry standards.</p> <p>Essential Duties (All the duties listed, nor do the listed examples include all the duties that may be performed in positions allocated to this class).</p> <p>Heavy Equipment General Duties:</p> <ul style="list-style-type: none"> Repair, overhaul and maintenance of heavy equipment, gasoline and diesel engines, transmissions and differentials, fuel, hydraulic, electrical, cooling, brake and power train systems and components; manual and power tools and equipment used in automotive repair work; basic arithmetic, metric conversion; safe work practices. Diagnose, inspect and determine type of repair or maintenance work needed on a variety of vehicle types and heavy equipment in shop or field; schedule and assign work; remove, repair and/or replace electrical and fuel systems such as pumps and hoses, radiators, thermostats, wheel cylinders, air compressors, brake shoes and drums, starters, generators, carburetors, fuel pumps and injectors, and turbo chargers; remove and install clutch and transmission systems, main bearings, crankshafts, valve guide cylinder heads and piston rings; remove and install rear ends, front and rear springs; use machine shop equipment; use technical and parts manuals; order parts and keep equipment records. <p>Automotive Department General Duties:</p> <ul style="list-style-type: none"> Tune engines including replacing points and condensers, overhauling carburetors, resetting timing, cleaning, adjusting and replacing spark plugs, and analyzing engines on scope, infrared machine, and other computerized testing equipment; grind mechanical valves and adjust to specifications; replace head gaskets and seals in engine as needed; install short blocks; overhaul brakes including replacing or overhauling wheel cylinders, replacing shoes or pads as needed, checking fluid in master cylinder, and bleeding brake system; test, repair or replace cooling systems including replacing/repairing radiators, heater cores, water pumps, fan shrouds and fans, thermostats, hoses, and belts; test, repair and certify anti-pollution systems; test, repair or 	

replace electrical systems including replacing/repairing alternators, diodes, bearings, starters, electrical wiring circuits and looms; inspect air conditioning systems for leaks and replaces seals and valves as needed; recondition drive shafts and replace all universal joints; replace fuel tanks; road test automotive equipment and certify work; diagnose and repair computer controlled vehicles and anti-lock braking systems; perform automotive service work when manpower or work load dictate the need for such.

- Report any unsafe work situations to the Public Works Director. Division or Department Head or County Judge/Executive immediately. |

Delegation Responsibility

1. [None]

Relationships

[The Mechanic performs duties within the Division of Public Works under the direct supervision of the Public Works Director.]

Qualifications

Education and/or Experience

1. Must be a graduate of an accredited high school or equivalent
2. Thorough knowledge of vehicle and small engine maintenance, organizational skills; or any combination of equivalent experience and training which provides the required knowledge, skills and abilities to perform the job
3. Minimum of 3 years' experience repairing and maintaining heavy equipment, small engines and vehicles

Language Skills

1. Ability to read, analyze, and interpret policies, procedures, equipment manuals, safety documents, and governmental regulations
2. Ability to prepare and maintain various written reports

Mathematical Skills

1. Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals

Reasoning Ability

1. Define problems, collect data, establish facts, and draw valid conclusion
2. Interpret a variety of technical and instructional information

Certificates, Licenses, Registrations

1. Current Commonwealth of Kentucky driver's license
2. Hold a Class A Commercial Driver's License Non-5th Wheel Restricted
3. ASE Certification Level(s) required:
 - a. Medium-Heavy Truck Certification Tests (T2 – T8)
4. ASE Master Certification desired

Other Knowledge and/or Skills

1. Occupational hazards and standard safety precautions in the workplace. |

Physical Demands

[Work regularly requires speaking or hearing, frequently requires standing, sitting, using hands to finger, handle or feel, lifting independently in excess of five (5) pounds and repetitive motions and occasionally requires walking, climbing or balancing, stooping, kneeling, crouching or crawling, pushing or pulling and lifting and occasionally requires tasting or smelling and repetitive motions; work requires close vision, distance vision, ability to adjust focus, depth perception, color perception, night vision and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, assembly or fabrication of parts within arm's length, operating machines, operating motor vehicles or equipment and observing general surroundings and activities.]

Work Environment

The work environment characteristics described represent those encountered while performing the essential job functions. Work involves at certain times being in dangerous situations, all weather conditions and various economic or social environments. Work frequently requires exposure to outdoor weather conditions and exposure to blood borne pathogens and may be required to wear specialized personal protective equipment and occasionally requires exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to extreme cold (non-weather), exposure to extreme heat (non-weather), exposure to the risk of electrical shock, working with explosives, exposure to vibration and wearing a powered air- purifying personal respirator in place of SCBA; work is generally in a loud noise location (e.g. grounds maintenance, heavy traffic).


Comments

- Must be 18 years or older
- Must be a citizen of the United States
- No Felony convictions
- Submit to Criminal Background and Drug Test

Disclaimer:

The information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, environmental conditions, or qualifications required of employees assigned to this job. This document does not create an employment contract, implied or otherwise, other than an "at will" employment relationship. The employer may add to or revise this job description at any time.

OWEN COUNTY GOVERNMENT IS AN EQUAL OPPORTUNITY EMPLOYER.

Authorizing Representatives			
Division/Department:	Dusty Hensley	Date:	07/14/2020
Human Resource Administrator:	Kelly Perkins	Date:	07/14/2020
Judge/Executive Approved:	Casey Ellis	Date:	07/14/2020
Judge/Executive Signature:		Date:	07/14/2020
Last Updated By:	Kelly Perkins	Date:	07/14/2020

Submit Applications Via:	
<p>E-mail: hr@owencountyky.us</p> <p>Fax: (502) 484-1004</p> <p>Subject Line: Employment Application</p> <p>Attention: HR Department Recruitment</p> <p>RE: Employment Application</p>	<p>Mail:</p> <p>Human Resource Administrator Owen County Government 100 North Thomas Street Owenton, Kentucky 40359</p>

Last Update Date:	07/14/2020	Job Posting Beginning Date:	
Last Updated By:	Kelly Perkins	End Date:	

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