

# Bonner County Job Description



**Title:** Equipment Mechanic

**Department:** Road & Bridge

**Supervisor:** Foreman

**Supervision Exercised:** none

**Job Description Revision:** 11.19.2021

<b>Posting Title</b>	EQUIPMENT MECHANIC
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<b>General Summary</b>	<p>Works in conjunction with the Road Foreman to see that equipment and supplies are adequate and in useable condition to perform required tasks and functions. Performs a variety of work related to the maintenance and repair of both gasoline and diesel internal combustion powered vehicles and heavy construction equipment.</p> <p>Work involves a wide variety of work situations, often requiring a high degree of complexity in the operation, maintenance and repair of light to heavy equipment. Incumbent generally operates from established well-known procedures with the ability to solve practical problems using a variety of instructions. May also determine own practices and procedures in the performance of assigned duties. Incumbent works under general direction with regular supervision. Impact of this position may be significant in the ability to operate equipment necessary for road building, clearing, maintenance and repair which may have distinct impact on the public (road users) and the reputation of the County in its road maintenance efforts. Mistakes are typically able to be mitigated by back-up equipment, rescheduling of staff to cover for equipment delays, or other means. Communicates regularly with others inside the organization and occasionally with members of the public, vendors and buyers associating with the department. Work is typically performed in an outdoor setting with regular exposure to inclement weather conditions, safety concerns related to unsafe driving conditions, and other uncomfortable conditions. Work generally involves low stress due to the work performed, but may have intermittent periods of high stress brought on by working long hours on continuous days. Typically requires travel that takes place primarily within the County limits.</p>
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<b>Essential Functions</b>	<p>The essential functions include, but are not limited to, the following duties and responsibilities which are not listed in any particular order of priority and may be amended or added to by the County at any time:</p> <ol style="list-style-type: none"><li>1. Maintains and repairs heavy construction equipment and other vehicles to keep them in useable condition. Diagnoses mechanical, electrical, and hydraulic problems in internal combustion powered vehicles and equipment as used within the Road and Bridge division.</li><li>2. Estimates repairs, labor, and parts required to perform such activities. Monitors budgets, secures price quotes and tracks expenditures.</li><li>3. Overhauls or rebuilds engines, and related mechanical component systems. Removes, repairs, or rebuilds component parts such as starters, alternators, generators, carburetors.</li></ol>
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	<p>Troubleshoots and repairs electrical, electronic, heating, cooling, emission and hydraulic systems.</p> <ol style="list-style-type: none"> <li>4. Performs preventive maintenance on vehicles and equipment using a variety of pressure gauges, micrometers, calipers, etc. Operates auxiliary equipment such as welder, cutting torch, air compressor, etc.</li> <li>5. Fabricates mechanical or other parts and pieces for trucks and equipment in order to maintain or improve their usability. May fabricate snow plows, spreaders, and other equipment for County trucks.</li> <li>6. Rebuilds, repairs or services small gasoline engines, power saws, power mowers, or other motorized equipment; welds equipment and parts; cleans and maintains equipment and shop area.</li> <li>7. Ensures proper safety and cleanliness of equipment and the work area</li> <li>8. Performs the general functions of a Heavy Equipment Operator. (See Heavy Equipment Operator job description for more details on the following duties and their accompanying job specifications.) <ol style="list-style-type: none"> <li>a. Drives trucks used to deliver gravel on roadways for maintenance or rebuilding purposes.</li> <li>b. Performs road and bridge construction, maintenance and repair functions.</li> <li>c. Performs snowplowing, sanding and other maintenance duties using a variety of heavy equipment and apparatus.</li> <li>d. Installs culverts to improve drainage in new or existing roadbeds.</li> <li>e. Operates bulldozer or wheel loader for putting up sand for winter or loading trucks with gravel.</li> <li>f. Drives plow and sand truck for clearing snow from roadways and sanding slick areas to improve traction.</li> <li>g. Repairs or replaces signage.</li> <li>h. Maintains and clears brush for road maintenance with a variety of light and heavy equipment and hand tools.</li> </ol> </li> </ol>
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<b>Secondary Functions</b>	<ol style="list-style-type: none"> <li>1. From time to time be asked to act as fill-in for other road department personnel that may involve equipment operations.</li> <li>2. Performs all other duties as assigned.</li> </ol>
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## Specifications

1. Sufficient combination of knowledge, skills and abilities so as to competently perform the essential functions of the job. High school diploma or equivalent with job related post-high school education or training in the area of mechanics required.
2. Three years of related experience in the use, maintenance and repair of light to heavy equipment and apparatus required.
3. Must possess and maintain a Class-A commercial driver's license with air doubles-triples tanker endorsements.
4. Requires periodic first aid training and certification after hire.
5. Good knowledge of the operation and care of gasoline and diesel internal combustion engines and related component systems. Working knowledge of safety precautions and procedures relating to mechanical equipment and maintenance shops.
6. Ability to proficiently diagnose automotive and equipment malfunctions and determine appropriate maintenance and repair work. Ability to use a variety of tools and garage equipment to perform maintenance, repair and overhaul functions.
7. Ability to assess and proficiently repair a wide variety of tools, equipment and heavy apparatus used in road maintenance, construction and repair.
8. Ability to use various tools and processes related to the maintenance and repair of equipment including welding, fabricating, and troubleshooting.
9. Ability to identify and skillfully use a variety of hand tools and mechanized light to heavy equipment used for road/bridge maintenance and repair operations.
10. Ability to operate a variety of motor vehicles used for road maintenance, repair and construction including, but not limited to, pickup trucks, dump trucks, sand trucks, front-end loaders, backhoe, tractors, mowers, dozers, motor graders, etc.
11. Ability to read and use a variety of maps.
12. Ability to carry out instructions in written, oral, or diagram form.
13. Must a personal or home phone in working order for the duration of employment.
14. Ability to set and read grade stakes.
15. Ability to read and comprehend regular instructions as well as safety rules, maintenance instructions, regular correspondence, etc. Ability to read technical manuals and accurately interpret and apply diagnostic procedures.
16. Ability to communicate effectively, both orally and in writing.
17. Ability to develop and maintain harmonious working relationships with others, both inside and outside the organization.



	18. Basic knowledge of computer operation.
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<b>Working Conditions</b>	Ability to perform those physical activities necessary to complete the essential functions of the job, either with or without reasonable accommodation. Requires regular exposure to inclement conditions and temperature as incumbent performs job in an outdoor setting for much of the time. Other time is spent in a shop setting, thereby exposing employee to related mechanical hazards. Work involves regular exposure to vibration, oils and other fluids, extreme heat and cold, and other hazards including exposure to mechanical parts, electrical current, etc. Requires regular communication with others (hearing and talking, both in person and over the telephone); regular pulling and lifting in excess of 50 pounds; frequent fingering, grasping, walking, and repetitive motions. Frequent climbing, reaching, feeling, standing, and all other physical actions needed to perform the essential functions of the job. Requires good general vision. Regular exposure to fumes.
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<b>Disclaimer</b>	This job description is not an employment agreement or contract and management reserves the right to modify when necessary per Bonner County policy. Bonner County is an At Will Employer.
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I have reviewed and agree this Job Description accurately reflect the current responsibilities of my position. I also acknowledge that it will be placed in my Personnel File.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please Print Name: \_\_\_\_\_