



## JOB DESCRIPTION

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**JOB TITLE:** Equipment Technician

**JOB CODE:** 2040

**DEPARTMENT:** Public Works – Fleet Services Division

**FLSA STATUS:** Non-Exempt

**REPORTS TO:** Building & Fleet Services Supervisor

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### SUMMARY OF JOB PURPOSE

Under moderate supervision, performs general maintenance and repair of light, medium, and heavy gasoline and diesel driven motorized equipment used in County operations; trains to perform journey-level work.

### ESSENTIAL FUNCTIONS

1. Troubleshoots and performs necessary repair work on a wide variety of equipment, including complete overhauls of engines, transmissions and differentials, drive line, suspensions and steering systems; completes computer-based repair orders, reviews repair orders to ensure accuracy and completeness, and evaluates the work upon completion.
2. Conducts preventative maintenance inspections and locates defective or malfunctioning equipment using analyzers, scanners, pressure gauges, diagnostic charts and factory manuals; diagnoses problems and determines the extent of necessary repair.
3. Performs preventive maintenance, repair and modification work on medium and heavy trucks, construction equipment such as graders, front loaders and specialized accessories such as hydraulic systems, emergency lighting systems, power take-offs, and air compressors.
4. Tunes up engines, replaces ignition parts, and cleans and adjusts carburetors; diagnoses and repairs computer controlled fuel injection systems and emission control systems.
5. Maintains and repairs specialized roads and park equipment such as snowplows, mowers, mules, air compressors, paving and crack sealing equipment, and other specialized equipment.
6. Maintains and repairs County automobiles, Light Trucks, sheriff vehicles, motorcycles, snow cats, ambulances, fire fighting equipment, construction equipment, and other related mechanical equipment; maintains, repairs, and replaces brakes, tires, clutches, cooling, fuel, exhaust, and computer controlled systems.
7. Under direct supervision and instruction, outfits public safety vehicles including modifying door latch control systems, wires emergency equipment, mounts emergency light-bars, installs prisoner cages, and fabricates containers for flare boxes, lighting control switches, and firearms;
8. May perform inspections and repairs in the field or in the County yard; determines repair needs, estimates of cost of repairs, and confirms all repair work is completed before returning equipment to active use.
9. Operates automotive and general shop equipment to include lathes, gas and arc welding equipment, engine analyzers, tire equipment, scanners, and computers; complies with and helps enforce shop safety rules.

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This job description indicates, in general, the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required.



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10. Orders and procures parts for equipment and ensures all invoices are accurate.

#### QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

#### EDUCATION and/or EXPERIENCE

High School Diploma or General Education Degree (GED) and two (2) years of journey-level experience repairing and maintaining a variety of light, medium, and heavy motorized equipment; OR graduation from an accredited automotive or diesel technical school.

#### LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals; write routine reports and correspondence; speak effectively before groups of customers or employees of the County.

#### MATHEMATICAL SKILLS

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume; apply concepts of basic algebra and geometry.

#### REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists; interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

#### OTHER KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of principles, practices, and techniques of vehicle and equipment repairs and maintenance; gasoline and diesel engines, mechanical systems such as hydraulic, electrical, and power train; metal fabrication, welding, gas and arc cutter use; applicable State and Federal statutes, rules, codes and regulations; safety rules and practices and OSHA safety guidelines; ability to operate standard office equipment and a basic to intermediate proficiency level utilizing a computer and associated programs.

#### CERTIFICATES, LICENSES, REGISTRATIONS

Valid Driver's License with an acceptable driving record; Class B License, or the ability to obtain one within six (6) months of employment, may be required.

#### PHYSICAL DEMANDS

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 regularly required to stand, walk, sit, and drive; use hands to finger, handle, or feel; reach with hands and arms; talk and hear. The employee frequently is required to climb to a height of 20 feet, balance and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 100 pounds and regularly lift and/or carry up to 50 pounds.

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Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

#### **WORKING ENVIRONMENT**

While performing the duties of this job, the employee is regularly exposed to fumes or airborne particles, moving mechanical parts, and outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, high and precarious places, toxic or caustic chemicals, risk of electrical shock, and vibration. The noise level in the work environment is usually loud.

**I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.**

**PRINT NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

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