

The Town of Ahoskie

is currently hiring for
the following position

Fleet Mechanic
Full Time

Starting Salary \$30,325.57

For more information please view our website
www.ahoskie-nc.org

Excellent benefits and pay.

To apply submit cover letter, resume and town employee application.
Mail to Attn: Town Manager Kerry McDuffie, P.O. Box 767, Ahoskie, NC 27910
Open until filled.

FLEET MECHANIC

General Statement of Duties

Performs responsible skilled mechanical work on a variety light and heavy automotive vehicles and construction equipment in the Town's garage.

Distinguishing Features of the Class

Employees in this class troubleshoot and identify problems for repair on all Town owned cars, trucks, and light, medium and heavy equipment including gasoline, diesel, and hydraulic systems. Work includes performing routine preventative maintenance, and using computerized diagnostic system to identify repair needs on newer vehicles. The employees assist as needed in other areas of public works including mowing grass and laborer task for repair of water leaks. The work requires operation of various test equipment and hand tools needed for work activities and reference manuals on vehicle and equipment construction and repair. The employee exercises judgment in diagnosing potential problems and malfunctions of vehicles and equipment and determining necessary repairs. The employee is subject to hazards of mechanic work including working in both inside and outside environments, including extreme hot and cold weather, and is exposed to hazards such as loud noise, vibrations, moving mechanical parts, chemicals, fumes, odors, poor ventilation, and oils. When assisting with public works and utilities work, the worker may be exposed to bloodborne pathogens and is subject to OSHA requirements for exposure. Work is performed under general supervision of the Assistant Public Works Director and is evaluated through observation while in progress and/or upon completion, and by quality and successful equipment operation.

Duties and Responsibilities

Essential Duties and Tasks

Maintain and repairs automotive and construction equipment; troubleshoots heavy and light construction equipment and varied vehicles, gasoline and diesel; maintains and repairs public safety vehicles, garbage and dump trucks, tractors, front end loaders, street sweepers, pavers, backhoes and other types of construction equipment.

Performs major repairs up to and including rebuilding engines and automatic and manual transmissions, hydraulic pumps, hoses, rams, valve bodies and controls and brake systems.

Performs scheduled preventive maintenance service and diagnoses problems.

Performs motor, lube, oil, repair and replacement work; cleans and replaces spark plugs; changes oil and filters, lubricates vehicle; checks lights, cooling systems, brakes, tires, radiator hoses, exhaust systems, fan belts, etc.; repairs and maintains lighting systems, adjust brakes, replaces water and fuel filters; changes, repairs and rotates tires.

Performs electrical work on automotive equipment such as diagnosing electrical shorts, installing batteries and terminals, repairing and adjusting lights, and repairing generators and starters.

Operates welding equipment; repairs body and sheet metal damage; paints vehicles; installs glass in equipment and vehicles.

Organizes and cleans shop area; ensures parts inventory is adequate.

Maintains records and files on work performed.

Locates and picks up parts from suppliers or schedules delivery.

Assists with other public works and utilities duties as required.

Possesses necessary hand tools to perform duties.

Additional Job Duties

Performs related duties as required.

Recruitment and Selection Guidelines

Knowledge, Skills, and Abilities

Considerable knowledge of the methods, tools, parts and equipment used in the repair of light and heavy automotive passenger cars, trucks, and heavy construction and maintenance equipment.

Considerable knowledge of gasoline and diesel engine operation and repair.

Knowledge of the occupational hazards and related safety precautions and regulations.

Working knowledge of the concepts and philosophy of teamwork and ability to work effectively as part of a team.

Skill in the use and the operations of tools and machinery used in automotive repair work.

Ability to detect, analyze and diagnose mechanical, electrical, and other vehicle and equipment operation problems and to detect by inspection any worn or broken parts.

Ability to adapt available tools and parts to specific repair problems.

Ability to read and comprehend service manuals and schematic drawings.

Ability to operate and repair equipment safely.

Ability to work effectively in teamwork oriented department, demonstrating the principles in action on a daily basis.

Ability to follow oral and written instructions accurately.

Ability to use a computer to enter records on work performed and to prepare reports.

Ability to establish and maintain effective working relationships with peers, supervisor and other Town employees.

Physical Requirements

Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, grasping, fingering, talking, hearing, and perform repetitive motions.

Must be able to perform heavy work exerting up to 100 pounds of force occasionally; 50 pounds of force frequently; and 20 pounds of force constantly.

Must possess the visual acuity to complete work orders, to perform mechanical work and operate machinery within an arm's reach, to fabricate parts; to operate varied hand tools, vehicles and equipment, etc., perform visual inspections, operate a computer, and to determine the accuracy, neatness and thoroughness of work assigned.

Desirable Education and Experience

Any combination of education and experience equivalent to graduation from high school and considerable experience in repairing automotive and power driven equipment.

Special Requirements

Possession of a valid North Carolina driver's license.