

Title: Light Equipment Mechanic I – Golf Course
PG: 24
Status: Non-Civil Service
Position Reports to: Light Equipment Mechanic Foreman
Department: Parks & Recreation

Class Code: 7027
Date: 09/08

GENERAL DESCRIPTION OF CLASS:

This is semi-skilled and skilled level work involving the maintenance, diagnosis, and repair of grounds maintenance equipment, including small gasoline and diesel equipment, electrical systems, compressors, and other equipment.

Work involves the responsibility for inspection, evaluation, and repair of the mechanical conditions of all types of motorized equipment including final testing (when applicable) to insure accuracy and effectiveness of work. A superior quality of work is expected, with the employee using instructions from the Light Equipment Mechanic Foreman and factory manuals as a basis for proper repair techniques. Work is performed under specific supervision with instruction as to the method of repair. Work is reviewed in progress and on final inspection based on results achieved.

ESSENTIAL FUNCTIONS:

1. Completes diagnosis of failed components to find cause of failure before ordering parts or tearing down equipment to reduce the possibility of ordering unneeded parts, the risk of a shop comeback and/or excessive down time.
2. Checks with the Light Equipment Mechanic Foreman for manufacturer's warranty details and receives authorization from foreman for major repairs and checks history for previous repairs to avoid duplicate part charges.
3. Reports required part replacement to Light Equipment Mechanic Foreman for order. Matches failed part (when possible) with replacement, before installation, to insure the correct part was obtained.
4. Performs repairs to mechanical brake systems, electronic ignition systems, diesel and gas fuel injection systems, electrical systems, engines, transmissions, and other related items. Inspects, adjusts, and replaces necessary units and related parts including valves, pistons, piston rings, main bearing assembly, cooling, and fuel systems on motor driven equipment. Repairs and overhauls air compressors, power tools, and other related equipment.
5. Occasionally performs preventive maintenance on all types of Motor Pool fleet equipment following manufacturers' and Motor Pool checklists.
6. Completes a mechanic's worksheet for each repair, describing time requirement, shop parts, and fluid used. Records current meter reading and hours.

ADDITIONAL RESPONSIBILITIES:

1. Properly uses and returns to storage the City owned tools and manuals. Reports missing or broken tools to the Shop foreman.
2. Follows all occupational safety, health, and environmental standards and helps maintain a safe and clean working environment.
3. Performs related work as required.

KNOWLEDGE, SKILLS & ABILITIES:

1. Knowledge of the occupational hazards, safety and environmental regulations, related to the equipment repair trade.
2. Knowledge of the operation principles and repair of gasoline and diesel engines and related mechanical equipment.
3. Skill in the use of tools and in the operation of machines and equipment commonly used in the mechanic's trade.
4. Ability to make inspections of equipment for serviceability, diagnose problems, and to organize repair sequences in a logical and efficient manner.

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5. Ability to follow written and oral instructions. Ability to read and comprehend service and operation manuals written in the English language for various types of equipment and to apply that knowledge effectively in completing maintenance and repair tasks. Ability to interpret and work from sketches and pencil diagrams.
6. Ability to communicate effectively with co-workers and supervisors, to work cooperatively with other mechanics, and to maintain good working relationships with other City employees and the public.

WORKING ENVIRONMENT/CONDITIONS:

Medium work that involves walking, standing, stooping, jumping, stretching, or lifting all of the time and also involves exerting between 20 and 50 pounds of force on a recurring basis or exceptional skill, adeptness, and speed in the use of fingers, hands, or limbs in tasks involving very close tolerances or limits of accuracy.

The job risks exposure to bright/dim light, dusts and pollen, extreme heat and/or cold, wet or humid conditions, extreme noise levels, animals/wildlife, vibration, fumes and/or noxious odors, traffic, moving machinery.

The job requires normal visual acuity, and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

QUALIFICATIONS (EDUCATION, TRAINING AND EXPERIENCE):

1. High school diploma or its equivalent.
2. One (1) year of experience as a maintenance mechanic at the sub-journey level.
3. An equivalent combination of education and experience that is determined to be directly related to the foregoing specific requirements may be substituted.

SPECIAL REQUIREMENTS:

1. Must possess and maintain a valid state of Florida driver's license.
2. May be required to work overtime, or alternate hours, as necessary for the efficient operation of the department. Position may be designated as Mission Critical by Department Director.