



FLATHEAD COUNTY, MONTANA

Position Vacancy Announcement

POSITION: MASTER EQUIPMENT MECHANIC DATE OPENED: MAY 15, 2018

DEPARTMENT: ROAD DEPARTMENT CLOSING DATE: JUNE 1, 2018

If you have any questions about this position vacancy, call: (406) 758 - 5790.

NUMBER OF POSITIONS OPEN: 1

BARGAINING UNIT: Operators - Road

FULL TIME

REGULAR
(YEAR ROUND POSITION)

IF APPLICABLE:
TRAINING WAGE: \$ _____ per _____

PART TIME

SEASONAL

STARTING WAGE: \$ 27.42 per Hour

TEMPORARY

SALARY AT:

YEAR STEP: \$ _____ per _____

YEAR STEP: \$ _____ per _____

YEAR STEP: \$ _____ per _____

VISIT https://flathead.mt.gov/human_resources/downloads.php FOR BENEFIT INFORMATION.

SEE ATTACHED JOB DESCRIPTION. Additional information:

- * This job is an operator's union position.
- * See attached job description for example of duties.
- * Looking for applicants with light, medium, & heavy duty equipment mechanic experience. Air brake & electrical certification. Additional mechanical experience, welding & fabrication a plus.
- * Summer shift 4-10 hour days 6:30-5:00 May to Oct. Winter shift 5-8 hour days 7:30-4:00 Nov to April.
- * Successful applicant must be able to obtain a Montana Commercial Driver's License, Type 1, Class A, required with endorsements for tanker.
- * Benefit package including retirement benefit, health insurance, paid vacation & sick days, paid holidays, etc.

APPLY FOR THIS POSITION AT FLATHEAD COUNTY'S WEBSITE:

https://flathead.mt.gov/human_resources/apply/

ALL COMPLETED APPLICATIONS MUST BE SUBMITTED ELECTRONICALLY THROUGH FLATHEAD COUNTY'S WEBSITE BY 5:00 PM ON THE CLOSING DATE. Paper, faxed or email applications will not be accepted.

Flathead County's pre-employment process includes reference checks and criminal history checks. A record of criminal conviction will not necessarily bar you from employment. Depending on the position, the pre-employment process may also include skill testing and drug/alcohol testing.

FLATHEAD COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

Flathead County is an equal opportunity employer. Flathead County shall, upon request, provide reasonable accommodations to otherwise qualified individuals with disabilities.

This job description is intended to reflect core areas of responsibility and an incumbent employees' knowledge and skill set needed to complete those functions. This document is not intended to catalog each individual duty; employees are routinely called upon to address emerging employer requirements in alignment with individual work units and assignments of jobs. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer change.

Job Title: Master Equipment Mechanic

Job Code: 16410

Department: Road

Pay Grade: Union

Reports to: Shop & Fleet Supervisor

FLSA Status: Non-Exempt Exempt

Department Overview: The Flathead County Road and Bridge Department maintains roads, bridges, and equipment. Other operations include, but are not limited to: installation and upgrade of signs, guardrail, culverts, repairs of road damage, clearing obstructions on roads and rights-of-way, striping of roads, crosswalks and walkways, rock raking, removal of trees that blow down, and sweeping roads. In addition, the office deals with budget issues, rights-of-way issues, encroachment permits, load limits, and a variety of public issues including road reviews for subdivisions, etc.

Job Summary: This position performs all the functions of the Equipment Mechanic position in addition to advanced level complex assignments. Tasks include overhauling and repairing gasoline and diesel powered automotive and heavy equipment, repairing brakes and transmissions, tuning engines, repairing hydraulic systems, and diagnosing all types of mechanical problems. Employees may be expected to modify and fabricate equipment and parts, weld broken parts not in stock, and maintain tools and the shop area in a clean and orderly condition.

Essential Functions (Major Duties or Responsibilities): *These duties are the essential functions and are not all-inclusive of all duties that the incumbent performs.*

- Performs highly skilled and complex mechanical overhaul and repair work on trucks, tractors, backhoes, loaders, compactors, excavators, skidders, dozers, graders, cranes and related maintenance and construction equipment.
- Exercise significant judgement and independence in determining the methods and techniques required to solve unusually complex maintenance and repair problems.
- Plan and improvise repair procedures, find ways to mechanically and physically adapt or alter items to fit and mesh into systems for which the items were not specifically designed, or find ways to diagnose and correct defects when existing methods and procedures do not give the desired results.
- Inspects, adjusts, and replaces components and part including gear box motors, valves, pistons, drive trains, main bearing assemblies, tracks and rollers, and cooling, fuel, electrical, and exhaust systems.
- Performs preventive maintenance on gas and diesel equipment; checks, repairs, or replaces brakes, lights, doors, windows, steering gear, fuel pumps, carburetors, electrical harnesses, generators, and alternators.

- Adjusts and sets points, timing, voltage regulators, distributor point gaps and rotors; repairs and installs hydraulic controls; repairs and rebuilds hydraulic pumps and cylinders.
- Welds and modifies equipment and fabricates parts, as needed; requisitions repair and servicing parts and supplies; maintains record of parts and supplies used in repairs and servicing.
- Make emergency field repairs to a variety of trucks and heavy equipment.
- Mentor new employees in all phases of work including the operation of equipment, use of tools and methods or procedures of work.

Non-Essential Functions:

- May serve as a lead worker or foreman overseeing two or more Equipment Mechanics, scheduling work and monitoring quality control for work performed.
- Perform other duties as assigned including but not limited to attending staff or safety meetings, providing backup for other staff, participating in training, etc.

Physical Demands and Working Conditions:

- Standing on feet frequently and walking occasionally is required.
- Sitting occasionally when working on vehicles.
- Lifting/Carrying: Frequently 10 to 50 pounds; occasionally 50 to 100 pounds.
- Frequent bending is required.
- Work requires manipulative skills and dexterity in using a variety of tools, diagnostic equipment, and related apparatus.
- Occasional reaching above head and constant use of upper extremities with daily lifting and twisting of back.
- Occasional climbing of stairs.
- Frequent pushing and pulling of equipment.
- Work is typically performed in a shop environment; however some work is completed outside. Employee may be exposed to inclement weather conditions.

Supervision Exercised: This position may be a lead foreman or working foreman position.

Knowledge, Skills, and Abilities:

The job requires knowledge of:

- The tools, equipment, and technology used in the repair and maintenance of motorized vehicles and equipment.
- The principals governing internal combustion and diesel engines.
- The occupational hazards and safety precautions of the mechanical trade.
- Must have advanced knowledge of the principles behind the various operational systems of the heavy vehicles and equipment in diagnosing and troubleshooting malfunctions when standard procedures and existing methods do not suffice.

The job requires skill in:

- The use and care of tools, equipment, and materials of the mechanical trade.
- Diagnosing and repairing defects in equipment.

- Must have advanced skill in the use of diagnostic equipment, including computer-controlled test equipment, to identify problems which are difficult to locate and repair.

The job requires the ability to:

- Diagnose mechanical, hydraulic, and electrical failures.
- Comprehend technical repair manuals.
- Perform repairs to motorized equipment.
- Understand and execute oral and written instructions and to interpret manuals and schematics.
- Develop or improvise methods, alter parts, and make repairs in the absence of technical guidelines.
- Modify parts to fit and mesh into systems for which the parts were not designed; improvise modifications to equipment to correct recurring malfunctions; or design modifications to meet special test requirement or other special needs.
- To use specialized diagnostic equipment to diagnose problems in complex state-of-the-art electric and electronic systems to identify and replace defective components such as chips, sensors, and printed circuit boards, or to refer more complex problems to electronic mechanics.
- Establish and maintain effective working relationships with co-workers, supervisors, other professionals and the public.
- Demonstrate physical strength and agility sufficient to perform the work of the position.
- Exercise caution and safety when repairing and maintaining county vehicles and equipment and be alert for co-workers in the immediate work area.
- Obtain a Montana Commercial Driver's License, Type 1, Class A, with endorsement for tanker and air brakes.

Education and Experience:

The job requires high school diploma, specialized training, and five years of journey-level experience in the mechanical repair and overhaul of heavy truck or diesel equipment; or any equivalent combination of experience and training which indicates possession of the knowledge, skills, and abilities listed.

Must possess general tools for position.

Successful applicant must have or be able to obtain a Montana Commercial Driver's License, Type 1, Class A, required with endorsement for tanker.

Action
Adopted

Date
6/29/2016

Reference
Commissioners' Minutes