



POSITION CLASSIFICATION DESCRIPTION

Job Title: Equipment Mechanic/Repair Technician I

Reports To: Shop Foreman

FLSA Status: Non-Exempt

Department: Road and Bridge

Division: Maintenance

Location: Cortez

Prepared By: Rob Englehart – April 11, 2019

Approved By: Travis Anderson – September 28, 2023

Summary:

This position will be to maintain and repair light and heavy county equipment. This is an entry level position. This differs from mechanic II and III by the performance of routine tasks such as oil changes, greasing, and tire changes. Will be required to help Technicians II and III in more technical circumstances. Employees at this level will not be required to work without supervision.

Essential Duties and Responsibilities:

To maintain Montezuma county heavy equipment and light vehicles. Tasks will include but not limited to mounting and balancing tires on light duty and heavy duty equipment. Oil change with knowledge of recommended service intervals and service procedures. Call outs for field repairs on heavy equipment and light equipment may be required at times with a level II or III mechanic. Basic welding will be required.

Competency:

Must be punctual and take direction from supervisor. Will be required to read and comprehend repair manuals and equipment literature. Must effectively communicate technical data using the English Language. Must have knowledge of computers and basic typing skills.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty to the satisfaction of his or her supervisor. 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/Experience: High school diploma recommended

Language Ability: English

Math Ability: Basic Math and Geometry

Reasoning Ability: Able to make decisions and move forward with assigned tasks.

Computer Skills: Perform computer diagnostics on a variety of equipment.

Certificates and Licenses: CDL Class B drivers license (class A license recommended)

Supervisory Responsibilities: None

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Must be able to work in both indoor and outdoor settings, with exposure to weather conditions, noise, and construction hazards. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work environment can involve week-ends and long hours during inclement weather.

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.

Physical demands include being able to mount and dismount large equipment and trucks safely in all types of weather. Heavy lifting will be necessary. Have the ability to twist, turn, and move safely around vehicles and equipment while performing repairs and testing. Long distance walking will be necessary at times.

Trial Period:

This position will have a 30 day trial period. The employer may dismiss the employee with or without cause at any time, even during the trial period.

USE OF THIS JOB DESCRIPTION

THIS JOB DESCRIPTION DOES NOT CONSTITUTE AN EMPLOYMENT AGREEMENT BETWEEN THE COUNTY AND THE INCUMBENT IN THE POSITION.

Nothing in this position description restricts Montezuma County's ability to assign, reassign or eliminate duties and responsibilities of this job at any time. The description reflects Montezuma County's assignment of essential functions. It does not prescribe or restrict the tasks that may be assigned. Critical features of this job have been described. Those features may change at any time due to reasonable accommodation, as the needs of the County change or other reasons deemed appropriate by the County.

I have received the Equipment Mechanic/Technician job description dated April 11, 2019. I understand that I am to become familiar with its contents.

Signature of Employee

Name of Employee

Date