

Middle Rio Grande Conservancy District

Classification Description



TITLE: Heavy Equipment Mechanic/Service Technician
FLSA: Nonexempt
GRADE: 75
SUPERVISOR: Equipment Repair & Transportation Manager or Division Manager
DEPARTMENT: Equipment Repair & Transportation or Division Field Office
REVISION: June 2014, February 2016

Position Summary:

Protects the assets of the District by repairing heavy equipment in the field to include: backhoes, front end Loaders, hydraulic excavators, drag line mobile cranes, scrapers, motor graders, floating dredges, and dozers. Ensures vehicles and equipment are in safe and operable condition. Drives service trucks as necessary.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this job, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

Essential Duties & Responsibilities:

- Troubleshoots and assesses repairs in heavy equipment needed through inspection of equipment and systems to include: diesel engines, ABS brakes, transmissions, and electrical and hydraulic systems.
- Repairs equipment by pulling transmissions, truck assemblies, rear end, hydraulic systems; and replacing hoses, repairing electrical and mechanical systems, clutches, pumps, etc. in the field or shop.
- Services equipment by changing filters, oils, lubricating chassis, etc according to established maintenance schedules; delivers fuel to equipment in the field as requested.
- Maintains equipment by checking fluid levels, evaluating wear and tear, checking electrical systems, ensuring gages are operable and correct, and making sure equipment is properly lubricated.
- Performs preventative maintenance on light to heavy equipment such as backhoes, front end loaders, hydraulic excavators, drag line mobile cranes, scrapers, motor graders, floating dredges, and dozers; utilizes scanning equipment for electronic engines.
- Works on electrical systems by checking fuses, broken wires, testing circuits with ohm meters; checks gages to ensure they are in correct and operable conditions.
- Performs minor welding and braising in repairing motors, engines, brackets on mufflers, shock frame work; may fabricate parts as needed.
- Conducts visual inspection for leaks, condition of hoses, belts, pulleys, sprockets, tracks, cables, and electrical systems; reports conditions to the Equipment Operators and Supervisor.
- Completes tune-ups on diesel engines, setting valves, adjusting fuel injectors, and timing engines.
- Identifies parts needed to complete maintenance; orders parts and supplies required by completing accurate purchase requisitions.
- Maintains records of fuel, oil and hydraulic usage of each and every machine to document recommendation to Supervisor to repair or replace equipment.
- Transports fuels, oils and lubricants to service equipment in the field using a company truck (26,500 – 30,000 GVW).
- Washes and cleans service vehicle as needed.
- Completes all required documentation to include work orders, mileage reports, and fuel usage forms accurate and on a timely basis.

Effective July 2007

- Maintains order and cleanliness in shop area.
- Provides direction to mechanics or service technicians when necessary.
- Observes safety rules and ensures and maintains a safe environment.
- Contributes to a team effort and accomplishes related results as required.
- Performs other duties as required.

Qualifications:

Education and Experience:

Vocational course work in engine or tractor repair plus four years' experience in the repair and maintenance of gasoline and diesel engines; or equivalent combination of education and experience, is required. Employment will be contingent upon the successful completion of a physical examination and meeting the physical standards required to perform job tasks.

Licenses/Certificates/ Special Requirements:

A Commercial Driver's License, Class B (CDL) and hazardous material endorsement is required or must be obtained within 6 months of the hire date. A valid New Mexico Driver's License and the ability to maintain insurability under the District's vehicle insurance program.

Knowledge, Abilities, Skills,

Knowledge of:

- mechanical techniques and procedures used in serving light and heavy equipment
- electrical, hydraulic, and mechanical systems
- geographical location of ditches, canals, waste ways, and laterals
- the correct use of equipment and tools used in servicing light and heavy equipment
- principles and techniques of welding

Ability to:

- communicate effectively, both verbally and in writing
- carry out instructions furnished in verbal or written format
- read and interpret various repair manuals
- analyze situations and adopt appropriate courses of action
- handle multiple tasks and meet deadlines
- develop and maintain positive working relationships with district employees and the public
- demonstrate excellence in everything, and continually seek improvement in results

Skill in:

- using various equipment and tools used in servicing light and heavy equipment
- driving vehicles and heavy equipment over unimproved, dusty, muddy, and slippery ditch banks
- using safety and equipment devices; and utilizing safe and proper lifting techniques

Physical Demands:

While performing the duties of this job, the employee frequently is required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and stoop, kneel, crouch, or crawl, lie on back in tight locations and drive a vehicle. The employee regularly is required to sit; climb or balance; and talk or hear. The employee is occasionally required to distinguish different or unusual odors from surrounding area, using the nose. The employee must regularly lift and/or move up to 50 pounds.

Work Environment:

Work is generally performed outdoors with exposure to the sun, natural weather conditions and various dusts and mists, wildlife and insects. Prolonged standing and walking may be on uneven surfaces or unstable ground. Situations where safety-toe shoes, safety goggles, gloves, or protective face shields are needed may occur. Driving on paved and unpaved and/or uneven roadways to, from and within the District is required for completing work and working in sensitive and/or hazardous areas is common.