



LARAMIE COUNTY

JOB DESCRIPTION

TITLE:	Heavy Equipment Mechanic	FLSA:	Non-Exempt
DEPARTMENT:	Public Works	REVISED:	

Summary: Under general supervision, performs complex maintenance and repair work on vehicles, equipment and other motorized machinery in the Public Works Department.

Essential Job Functions: *(Essential function, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class.)*

- Inspects, maintains and repairs vehicles and heavy equipment in the repair shop and at job sites in accordance with all safety regulations and procedures.
- Diagnoses, repairs and overhauls heavy equipment engines, transmissions, power trains, electronic systems, braking, and steering.
- Diagnoses and repairs component systems and sub-systems for electrical, fuel supply systems, hydraulic systems, and engine cooling systems.
- Performs road tests of repaired equipment, and transports equipment to job sites as required.
- Performs arc and acetylene welding as required; fabricates metal and tools, builds and modifies metal components, and performs body repair and other metal component repairs.
- Lubricates vehicles and changes oil and filters; fabricates parts as needed including hoses and belts.
- Installs and replaces auxiliary equipment as needed.
- Maintains records of repairs made, work orders and time worked.
- Inspects and cleans equipment and facility; reports maintenance needs and deficiencies to supervisor.
- Purchases parts and supplies within scope of authority.
- Performs duties of acting supervisor as assigned; prioritizes tasks and projects.
- Performs other duties as assigned or required.



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Knowledge and Skills:

- Knowledge of County policies and procedures.
- Knowledge of gasoline and diesel engines, power trains, hydraulics, and mechanical and electrical systems.
- Knowledge of Federal, state and county safety rules and regulations, including first aid, Mine Safety and Health Administration (MSHA) regulations, and drug and alcohol testing guidelines.
- Knowledge of metal fabrication and welding methods and procedures.
- Knowledge of the procedures for safe handling, disposal and storage of all hazardous materials.
- Knowledge of safety standards and practices in a shop environment.

- Skill in diagnosing and repairing mechanical, brake, fuel and electrical defects in a wide variety of automotive and heavy duty truck equipment
- Skill in maintaining equipment according to standard operating and safety procedures.
- Skill in metal fabricating and adapting parts and tools to specific repairs.
- Skill in reading technical manuals and specifications.
- Skill in the safe use of tools, materials and equipment used in vehicle and equipment maintenance.
- Skill in maintaining accurate service records.
- Skill in establishing and maintaining effective working relationships with County staff.
- Skill in effectively communicating verbally and in writing.

Minimum Qualifications:

High school diploma or GED equivalent; AND five (5) year's vehicle and equipment maintenance experience; OR equivalent combination of education, training and experience; must have a valid Commercial Driver's License; special license endorsements and technical certifications may be required.