

## JOB DESCRIPTION



**Job Title:** Mechanic  
**Department:** Operations  
**Reports To:** Shop Manager

**FLSA Status:** Non-Exempt  
**Work Schedule:** M-F; 8:00 AM – 5:00 PM  
**Revision Date:** October 9, 2017

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### Summary

Responsible for the repair and maintenance of company vehicles and equipment.

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### Duties and Responsibilities

- Diagnoses, repairs and maintains all aspects of company owned Class 8 trucks and trailers
- Installs hydraulic systems and related components
- Changes tires on trucks and trailers as needed
- Performs inspections of vehicles and equipment
- Welds aluminum, steel, and stainless as needed (*preferred*)
- Basic maintenance practices – no major over-hauls
- Experience moving tractor/trailers (*preferred*)
- Complete repair paperwork and documentation
- Other duties as assigned

### Supervisory Responsibilities

This position has no supervisory responsibilities.

### Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

- Technical Capacity
- Organization
- Reliable
- Teamwork
- Safety Oriented
- Initiative
- Problem Solving/Analysis

### Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. 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 and/or Experience

- High School Diploma or Associate's Degree preferred.
- 0-6 months' mechanical experience preferred.
- An equivalent combination of education and experience sufficient to successfully perform the essential job duties and responsibilities.
- Class A or B CDL preferred.

**Computer Skills**

- Basic knowledge of computers (*preferred*)

**Travel**

- No travel is expected for this position.

**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.

While performing the duties of this job, the employee is regularly required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear and taste or smell. The employee must regularly lift and/or move up to 50 pounds.

**Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment can be loud. This position works in a shop setting, with exposure to fumes, moving mechanical parts, and vibration on a regular basis. There is also some outdoor exposure during the workday.