



JOB ANNOUNCEMENT  
CITY OF TROY, AL  
INTERNAL/EXTERNAL

**CLASSIFICATION TITLE: DIESEL MECHANIC**

FLSA DESIGNATION: NON-EXEMPT, CLASSIFIED

OPENING DATE:

CLOSING DATE:

SKILL LEVEL: 10

**SUMMARY DESCRIPTION:**

Under the direction of the Director of Environmental Services and Assistant Director, the Diesel Mechanic performs moderate to complex overhaul and repair work on engines, transmissions, drive unit, brakes, suspension systems, hydraulic systems, fuel systems, cooling systems, alternators, electrical systems, and instrumentations and other necessary power equipment.

**REPRESENTATIVE DUTIES:**

*The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.*

1. Completes preventative maintenance for all assigned vehicles and equipment.
2. Troubleshoots and repairs gasoline and diesel engines, electrical systems, hydraulics, air brake systems, HVAC, suspension, fuel, transmission, exhaust, steering and related vehicle systems.
3. Repairs and maintains summer grounds maintenance equipment including chainsaws, small and large mowers, trimmers, and sharpening blades.
4. Operates a variety of diagnostic equipment, hand, electric, and air driven tools.
5. Provides emergency response to disabled equipment as needed.
6. Evaluates the status of equipment, vehicles, and performs or schedules repairs.
7. Fuels, washes, and cleans vehicles.
8. Inspects, adjusts, and replaces necessary parts for vehicles and equipment.
9. Drives vehicles and equipment of various sizes and weights.
10. Purchases parts, equipment, and supplies used for maintenance.
11. Performs tire changes, repairs, and wheel balancing for vehicle, trucks, and heavy equipment.
12. Repair or replace parts and adjust braking systems, clutches, drive lines, steering and systems; align; and minor body work/painting.
13. Perform welding, use of cutting torches and brazing and metal fabrication.
14. Keep maintenance shop work areas and tools clean, organized, and in good working order.

15. Processes maintenance records and repair orders for vehicles and equipment.
16. Performs all duties in conformance to safety standards and procedures.
17. Must perform all duties while maintaining all safety OSHA standards and other safety regulations as defined by law or best practice.
- 18.
19. Must be available and willing to travel to such locations and with such frequency as the City determines is necessary or desirable to meet its operational needs.
20. Must be available and willing to work such overtime per day or per week as the City determines is necessary or desirable to meet its operational needs. Must be available and willing to work such weekends and holidays as the City determines are necessary or desirable to meet its operational needs.
21. Must be on 24 hour call.
22. Must be on standby on call for seven days twice a year (Thursday through Wednesday)
23. Other related duties as deemed necessary or as required

## **QUALIFICATIONS**

*The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.*

### **Knowledge of:**

- Knowledge of methods, techniques and procedures involved in maintenance repairs and replacement.
- Considerable knowledge of safety practices and techniques in mechanics
- Considerable knowledge of diesel and gas engine mechanics
- General knowledge in welding (rod or wire feed), cutting torches and brazing and metal fabrication.
- Considerable knowledge of vehicle make-up; considerable knowledge of City shops and the parts and supplies required.

### **Ability to:**

- Troubleshoot, diagnose, and repair equipment with accuracy and speed; ability to create effective working relationships with employees.
- Prepare reports and maintain accurate records.
- Understand and follow detailed instruction in service manuals; interpret electrical schematics and other type of schematics.
- Operate a welding machine and cutting torches.
- Change and repair tires.
- Communicate both orally in writing.

**MINIMUM QUALIFICATIONS** – *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

1. Diesel engine certification

2. Graduation from a standard senior-high, vocational school, or GED equivalent. Two (2) years of experience in the preventative maintenance of gasoline and diesel-powered light and heavy equipment to include one (1) year of experience in supervising workers engaged in the repair and maintenance of automotive equipment and two (2) years of experience in the repair and replacement of automotive, light and heavy truck tires and wheels.
3. Four years of increasingly responsible vehicle maintenance experience including some lead supervisory experience. Possession of a valid Commercial Driver's License (CDL), Class B with airbrake endorsement. Must have a good driving record. Subsequent to the job offer, must submit to and pass a pre-employment physical, and drug and alcohol screening.
4. Must have valid Alabama Class B (CDL) Driver's License, a good driving record.
5. Must pass the federally mandated Drug and Alcohol Clearinghouse process.
6. Must submit to and pass a pre-employment physical, and drug and alcohol screening.
7. Prior to employment offer, position subject to satisfactory background check.

**MINIMUM REQUIREMENTS TO PERFORM ESSENTIAL FUNCTIONS:**

The following requirements are normal for this classification. Specific requirements may not apply to all positions within this classification, but are determined by the normal requirements for the particular position.

<p><b>Essential Physical Abilities</b></p> <p>The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.</p> <p>While performing the duties of this job, the employee is required to stand, sit, walk, talk or hear. The employee is occasionally required to use hands to finger, handle, feel, or operate objects, tools or control; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl.</p> <p>The employee must frequently lift and/or move up to 25 pounds and occasionally lift and or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.</p>
<p><b>Guidelines</b></p> <p>Guidelines include City of Troy Personnel Policies and procedures, benefits policies and procedures, the Risk Management Manual, and the City of Troy Core Values. These guidelines are generally clear and specific, but may require some interpretation in application.</p>
<p><b>Work Environment</b></p> <p>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 essentials functions. The noise level in the work environment is usually moderately noisy.</p>

NOTE:

Statements included in this description are intended to be representative of the duties and responsibilities of this job and are not to be interpreted as being all inclusive. The employee may be assigned other duties that are not specifically included. This job may also require meetings outside of normal business hours or work on weekends and evenings. Some travel required.

Successful applicant is required to pass physical examination and drug test, and have a valid Alabama Drivers' License. Position is subject to satisfactory background check.

IF YOU BELIEVE THAT YOU ARE QUALIFIED FOR THIS POSITION AND WOULD LIKE TO COMPLETE AN APPLICATION, BLANK APPLICATIONS ARE AVAILABLE FROM:

City of Troy  
Human Resources Dept.  
Troy, Alabama

RESUMES WILL NOT SUBSTITUTE FOR AN APPLICATION.

*The City of Troy is an Equal Opportunity Employer.*