

GILA COUNTY HUMAN RESOURCES

JOB ANNOUNCEMENT

1400 E. ASH STREET, GLOBE, AZ 85501



POSTED: SEPTEMBER 4, 2019
CLOSING DATE: SEPTEMBER 25, 2019

DEPARTMENT: Public Works General Services **POSITION:** Vehicle & Equipment Mechanic Sr.

LOCATION: Star Valley, AZ **JOB CODE:** 19-064

PLEASE USE CDL/DRIVER'S EMPLOYMENT APPLICATION

ANNUAL SALARY: \$36,447-\$50,114 DOE

PURPOSE OF THE JOB

The purpose of this position is to provide Gila County employees with safe, functioning vehicles and equipment. This position performs repairs to and overhauls vehicles and equipment, operates tools, and ensures the work space is clean and safe.

SUPERVISORY RESPONSIBILITIES

This position does not supervise other employees.

ESSENTIAL DUTIES AND RESPONSIBILITIES	TIME SPENT
• Performs major and minor repairs to vehicles and equipment.	50%
• Overhauls automobiles, heavy and light trucks, heavy and light construction equipment, other vehicles, small gasoline engines and similar equipment.	20%
• Operates a variety of hand, power and shop tools.	15%
• Performs cleaning duties and safety checks.	15%
• Performs other duties as assigned.	

BUDGET RESPONSIBILITIES

This position has no responsibility over any types of budget.

PROJECT RESPONSIBILITIES

This position does not have project responsibilities.

ORAL COMMUNICATION DUTIES

This position trains colleagues.

WRITTEN COMMUNICATION DUTIES

This position creates or edits documents, internal memos, emails, logs and reports.

INTERACTIONS WITH THE GENERAL PUBLIC

Interacts regularly with internal coworkers and other departmental personnel over the telephone, by email, and/or in person. Incidental contact with the public may occur as part of the work location.

INTERACTIONS SPECIFICALLY WITH CUSTOMERS

Frequently (More than 25% but less than 40% in a year)

MINIMUM EDUCATION REQUIRED

High School Diploma or GED

MINIMUM YEARS OF DIRECTLY RELATED EXPERIENCE REQUIRED

Four (4) years experience; or equivalent combination of education, training and experience.

PROFESSIONAL CREDENTIALS REQUIRED

A valid Arizona Class B Commercial Driver's License with Tanker Endorsement is required or must be obtained within six (6) months of employment. Hazmat Endorsement must be obtained within 12 months of employment; Arizona Class A with Tanker Endorsement preferred.

KNOWLEDGE REQUIRED

Electrical systems, mechanical (e.g., machines and tools), mathematics, hazardous materials (handling and disposal), heating, ventilation and air conditioning (HVAC).

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SKILLS REQUIRED

Critical thinking, problem solving, developing alternative solutions, evaluating systems, troubleshooting, routine maintenance and operating special tools.

ABILITIES REQUIRED

Recognize problems, solve problems using deductive reasoning, make sense of multiple data, make sense of multiple information and maintain hand, eye, coordination.

PHYSICAL DEMANDS

- Regularly stands to perform custodian work.
- Occasionally sits to operate special equipment and to attend to other duties.
- May be required to lift work related materials, equipment, tools and/or gears up to 75 lbs.
- Regularly requires dexterity for keyboard operation; constantly requires dexterity for special tools; occasionally requires dexterity for special machines.
- Incumbents in this position may be required to occasionally walk to and from work sites, bend, stoop, crawl, kneel or twist to complete tasks.

WORK ENVIRONMENT

Incumbents in this position occasionally spends time in office environment, regularly spends time in and around outside construction areas and in maintenance bay; and routinely spends time in mechanic truck; and occasional wetness and humidity.

SAFETY RISK EXPOSURE

Incumbents in this position may become exposed to mechanical hazards, chemical hazards, fire hazards, respiratory hazards, extreme temperature, noise and vibration in and around the maintenance bay or shop.

PROTECTIVE GEAR & SAFETY MANUALS

Incumbents in this position is required to constantly follow written safety procedures and manuals relevant to the division or department; constantly required to utilize welding gloves and safety foot wear; occasionally requires rubber gloves, flame resistant clothing, hearing, eye protection and hard hat.

CONSEQUENCES OF ERROR

Potential errors can result in unfavorable public perceptions and legal ramifications.

NOTICE: APPLICANTS MAY BE REQUIRED TO FURNISH, AT THEIR OWN EXPENSE, DOCUMENTARY PROOF OF EDUCATIONS, CERTIFICATION, REGISTRATION, LICENSE OR ANY OTHER PROOF OF COMPETENCY AS REQUIRED IN THE OFFICIAL CLASSIFICATION DESCRIPTION OR ANNOUNCEMENT AND MAY BE REQUIRED TO UNDERGO PHYSICAL, PSYCHOLOGICAL AND/OR BACKGROUND INVESTIGATIONS AS A CONTINUING CONDITION OF EMPLOYMENT. FURTHER, APPLICANTS FOR POSITIONS REQUIRING OPERATION OF A COUNTY OR PERSONAL VEHICLE ON OFFICIAL BUSINESS MUST POSSESS AND MAINTAIN COUNTY OR PERSONAL VEHICLE OPERATORS LICENSE. GILA COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY, AND FAMILIAL STATUS IN EMPLOYMENT OR THE PROVISIONS OF SERVICE. AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.