

LUZERNE COUNTY

Luzerne County is seeking qualified applicants for the following position:

MECHANIC I

Definition

This is skilled mechanical work in the maintenance and repair of gasoline and diesel powered equipment.

An employee in this class performs complex repair jobs on county automobiles, trucks, and highway maintenance equipment. Work includes diagnosis of vehicle problems to determine whether needed repairs should be done in-house. Work is performed on engines, drive trains, bodies and fenders, pneumatic and hydraulic attachments. Employees occasionally lead other workers in accomplishing assigned projects.

In the absence of drivers or operators employees also operate equipment when required.

Work is assigned by a fleet supervisor or warehouse supervisor. Repair projects are checked upon completion or by reports of satisfactory operation from operators.

Typical Examples of Work

Tunes and overhauls gasoline and diesel engines on cars, trucks, and other maintenance equipment.

Repairs and replaces clutches, brakes, pumps, transmissions, and other maintenance equipment.

Repairs and replaces tires, balances and aligns wheels.

Replaces hydraulic and pneumatic hoses, cylinders, and associated parts on maintenance equipment.

Cleans, washes and lubricates vehicles.

Tests and diagnoses malfunctioning equipment to determine needed repairs.

Road tests completed repair jobs for proper operation.

Instructs operators and drivers on proper operation and routine maintenance of equipment.

Maintains vehicle maintenance records.

Inventories, maintains and secures tools and supplies.

Requisitions necessary parts and supplies.

Operates equipment as required.

Required Knowledge, Skills and Abilities

Knowledge of the methods, materials, tools, and procedures of the automotive mechanic trade.

Knowledge of the principles of operation and construction of internal combustion engines.

Knowledge of the hazards and safety precautions of the trade.

Skill in locating and correcting defects in motorized equipment.

Skill in the care and use of tools used in the maintenance and repair of motorized equipment.

Ability to understand and carry out oral and written instructions.

Ability to instruct other employees in mechanical procedures.

Performs duties around hazardous situations such as moving heavy equipment, in and around equipment, at heights, on steep grades, and on ladders and uneven surfaces at various work sites or at the county warehouse.

Employee performs required maintenance and conducts pre-operation safety checks of assigned equipment fluids, tires, lights, hoses and gauges. Makes visual observations, manual adjustments, reports findings in written or oral formats, when necessary. Employee mounts equipment, operates a variety of hand and foot controls, utilizes seat belts, and demonstrates visual depth and peripheral acuity.

In the performance of duties, employee must lift and carry supplies up to 50 pounds for at least 20 yards; uses hand and power tools. These duties all commonly involve repetitive actions and motions such as grasping, reaching, twisting, pushing, and pulling.

Work must be performed under a range of weather conditions including extreme heat, cold, rain, snow, or ice; exposure to poisonous plants, animals, or insects and a variety of potential injuries such as bruises, cuts, scrapes, sprains, and strains.

Must be capable of wearing appropriate protective gear such as hard hats, protective shoes, aprons, gloves, and eye wear.

Minimum Experience and Training

Three years of experience in the automotive mechanic trade or completion of a comparable repair course or apprenticeship
or

Any equivalent combination of experience and training.

and

Certification by the Commonwealth of Pennsylvania as a Class (7) motor vehicle inspection mechanic.

Possession of a valid Pennsylvania Class “A” Commercial Drivers License with air brake restriction removed. Some equipment may require additional CDL endorsements such as tank or hazardous materials.

Six month probationary training period requiring the incumbent to obtain a valid Pennsylvania Class “A” Commercial Drivers License with air brakes restriction removed or other endorsements required.

Complies with all requirements of the Federal Drug and Alcohol Testing program.

Qualified applicants should submit a cover letter, resume and references to:

hr-office@luzernecounty.org
Luzerne County Courthouse
200 North River Street
Wilkes-Barre, PA 18711-1001

The County of Luzerne is an EEO/ADA employer.