

HEAVY EQUIPMENT MECHANIC FOREMAN

DEFINITION OF WORK

Under general direction, employee performs supervisory and complex, skilled mechanical work in the repair and maintenance of diversified heavy construction equipment, vehicles and landfill support equipment. Provides maintenance of vehicles and equipment to prevent down time, repair costs, and ensures safety of personnel and equipment. Provides supervision to heavy equipment mechanics assigned to the Solid Waste Management Shop. Determines the type and extent of repair work to be completed and schedules vehicles/equipment for service/repair. Work also includes establishing general time limits for maintenance or repair work. Positions inspect work upon completion to determine that necessary repairs have been made and that vehicles and/or equipment are in proper operating condition; prepare work reports on maintenance/repair work done; and submit requisitions for needed materials. Work is performed in accordance with established practices and departmental procedures and policies, and evaluated through operational efficiency and effectiveness. Work is also subject to review through occasional inspections of repaired vehicles/equipment and various work reports.

EXAMPLES OF WORK

Assigns, directs, supervises and participates in activities of a staff of semi-skilled to skilled equipment mechanics, monitoring progress of assigned work and ensuring adherence to established policies, procedures and standards; assists and advises subordinates, as necessary, resolving problems as non-routine situations arise; ensures subordinates receive training appropriate for assigned duties. Administers or makes recommendations for routine personnel matters affecting subordinates, including interviewing applicants, hiring, assigning, scheduling, promoting, disciplining, etc., preparing and submitting various reports and records as required. Diagnoses and troubleshoots malfunctions in vehicles, heavy equipment and other motorized equipment; oversees and/or assumes responsibility for more complex repair projects; adjusts and makes repairs to engines; adjusts or repairs valves, carburetors, generators and related units; rebuilds or replaces worn or defective parts; repairs and adjusts hydraulic and vacuum operated systems; replaces hydraulic motors, hoses and fittings; installs and adjusts power take-offs; tunes engines by adjusting or replacing needed parts; makes repairs to clutches, transmissions, differentials, brakes, steering mechanisms and related units; machines drums and rotors; performs mechanical repairs and adjustments on power drive, brake, steering, electrical, fuel, cooling, and related systems on vehicles; rebuilds and installs engines; and tests repaired equipment. Conducts quality control inspections on equipment being repaired. Performs related work as required.

EMPLOYMENT STANDARDS

Education and Experience:

High school or General Educational Development diploma and six years of experience in the repair of vehicles and/or heavy equipment, including lead/supervisory experience; or an equivalent combination of education and experience.

Knowledge, Skills, and Abilities:

Thorough knowledge of the standard practices, tools, materials and equipment used in the repair and maintenance of a variety of gasoline and diesel powered vehicles and equipment;

thorough knowledge of the operating principles of gasoline and diesel engines, and of the standard mechanical components of automotive and related equipment; considerable knowledge of the occupational hazards and safety precautions of equipment repair work and shop operations; and general knowledge of the principles of organization, administration and supervision. Skill in the use and care of tools, equipment, and materials used in the maintenance and repair of heavy equipment, vehicle and related equipment. Ability to exercise analytical judgment in detecting malfunctions in mechanical equipment; understand and follow oral and written instructions; assign, direct and supervise a staff of semi-skilled to skilled mechanics; perform manual labor associated with mechanical repair work; and establish and maintain effective working relationships as necessitated by work assignments. Ability to understand and determine applicability of existing safety and health procedures and ensure their proper application for work processes; develop in-house safety rules primarily directed towards employee safety awareness; and to train subordinates in proper safety methods.

SPECIAL REQUIREMENTS

Must have and maintain a valid NC Class A CDL driver's license with HAZMAT endorsement with an acceptable driving record and a law enforcement background check. Possession of Automotive Service of Excellence (ASE) certification in brake systems and preventive maintenance inspections to be completed within one year of hire. Certified in CFC recovery to be completed within one year of hire. Requires drug screening test and receipt of negative results for the use of drugs specified by County policy. Must meet industrial physical examination for sight, hearing, cardiovascular, pulmonary, chest x-rays, blood pressure, blood sugar and lead levels, chemistry profiles such as cholesterol and liver functioning, etc., prior to employment. Must possess a master mechanics tool set.

ADA REQUIREMENTS

Employees are subject to hazards while working inside the shop, in confined spaces, while exposed to heavy machinery and during times working in an outside environment. Employees are regularly exposed to various adverse environmental conditions such as dirt, dust, pollen, odors, wetness, loud noises, and to hazards such as hazardous spills with fumes, oils, gases, or flammable liquids. Work may subject employee to compliance with final OSHA standards on bloodborne pathogens. Requires the ability to perform simple to complex movements requiring moderate coordination. Some tasks require the ability to perceive and discriminate sounds. Some tasks require visual perception and discrimination. Some tasks require oral communication ability.

PHYSICAL REQUIREMENTS

Tasks involve the ability to exert heavy physical effort in heavy work, typically also involving some combination of stooping, kneeling, crouching, and crawling, and the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds); may occasionally involve heavier objects and materials (up to 100 pounds).