

**JOB DESCRIPTION
CITY OF SPRINGFIELD**

**HUMAN RESOURCES DEPARTMENT
EMPLOYMENT AND
COMPENSATION DIVISION**

Job Title	<u>Heavy Equipment Technician</u>
Sch.& Grade	<u>CTL-11</u>
Class Code	<u>GB06</u>
FLSA Status	<u>Non-exempt</u>
Bargain Unit Elig.	<u>Depending on assignment</u>
Occupational Group	<u>Fleet & Equipment Services</u>

PRIMARY PURPOSE:

To perform skilled work in the overhaul, repair, and maintenance of specialized complex heavy machinery, including heavy duty trucks, fire trucks, automotive and diesel equipment.

SUPERVISION:

Under direct supervision of Equipment Maintenance Supervisor; provides direction to lower graded mechanics as required.

DESCRIPTION OF WORK:

ESSENTIAL FUNCTIONS:

1. Performs complete major overhauls and routine repairs on construction and/or heavy machinery, heavy-duty trucks, diesel engines, automotive equipment, and/or fire trucks including apparatus equipment.
2. Grinds valves; replaces pistons, rod and main bearings, and crank shafts; diagnoses and repairs diesel injector components.
3. Troubleshoots and repairs electrical systems, electronic ignition systems, hydraulic systems, cooling systems, and brake systems for specialized and complex heavy machinery, heavy-duty trucks, fire trucks, automotive and diesel equipment.
4. Completes wheel replacement, clutch and transmission repairs, and track rebuilding.
5. Performs comprehensive preventive maintenance on construction and/or heavy equipment including heavy-duty trucks, fire trucks, automotive and diesel equipment.
6. Reads and interprets technical computer based and written repair manuals, schematics, and wiring diagrams.
7. Utilizes welding machine and cutting torches as required in the performance of assigned duties.
8. Directs the work of lower-graded mechanics as required including providing technical advice and assistance.
9. Drives heavy vehicles and equipment in order to diagnose or evaluate repairs.
10. Maintains records and prepares reports as assigned.
11. Uses computer Fleet Software to log labor, record notes, track status, and review history

IMPORTANT FUNCTIONS:

1. Attends workshops, seminars, and other related training for professional development purposes.
2. Instructs Equipment Operators in proper care, operation and maintenance of equipment as needed.
3. Requisitions necessary equipment, parts and materials as needed for repair projects.

Performs related work as required.

QUALIFICATIONS REQUIRED:

Any combination of education, training, and experience providing the following knowledge, skills, and abilities:

Knowledge

Principles, methods and procedures involved in the maintenance and repair of specialized and complex heavy machinery, automotive, diesel equipment, and/or fire trucks including apparatus equipment; welding techniques; safety procedures pertinent to equipment repair. Knowledge of basic computer applications to complete required job responsibilities.

Abilities

Repair and service a variety of heavy equipment, including construction and/or fire equipment and machinery, in a manner consistent with safety principles; detect and repair defects in the operation of automotive and heavy equipment including construction equipment; care for tools used in auto and diesel mechanics trade; follow oral and written instructions; effectively utilize computer software applications such as fleet management software, computerized repair manuals; maintain accurate records and prepare reports; effectively and courteously with associates and the general public; model and promote acceptance and respect for differences among employees and citizens; perform effectively as a member of a team in carrying out the City’s stated mission and philosophy; perform the essential functions of the job without posing a direct threat to the health and safety of self and others.

Experience, Education, and Training

A minimum of four years of responsible motorized equipment repair experience of which two years has been in the repair of specialized and complex heavy machinery, automotive and diesel equipment.

Physical Requirements

Must possess ability to complete repair work including using necessary tools and diagnostic equipment as appropriate which involves holding and gripping objects; performs bending, squatting, kneeling, and reaching to both ground level and overhead; lifts and carries up to 100 pounds; pushes and pulls up to 150 pounds; and works in awkward positions. May be subject to periods of prolonged standing. Must be able to operate a computer keyboard and mouse.

Working Environment

Both indoor and outdoor working environment with exposure to dust and pollen and a variety of extreme weather conditions; subject to health risks when working on equipment utilized for hauling trash, sewage, and debris; susceptible to mechanical hazards, electric shock, hazardous chemicals and solvents as well as other safety hazards associated with repairing heavy equipment. Works in confined spaces.

Licensing/Certification

Must possess a valid Missouri Motor Vehicle Operator’s License; must obtain and maintain a Class “A” Commercial Driver’s License (CDL) within the following guidelines: Pass written portion of exam within 60 days of employment and skills test portion within 120 days of employment. ASE certification required within probationary period.

Miscellaneous Requirements

Subject to emergency call-in; may be required to work weekends, holidays, or a variety of shifts. Must have standard mechanic tools for automotive and diesel equipment and toolbox. Must pass pre-employment drug testing and submit to periodic testing as required by applicable laws.

Last Revision:	February 13, 2012	GENERAL ORDINANCE NO. 5188
Comments:	Updated Abilities	Date: June 3, 2002

I have read the foregoing job description in its entirety and understand its contents. I can perform the essential functions outlined with or without reasonable accommodation under the Americans with Disabilities Act.

Signed: _____ **Date:** _____