

**Whitman County Human Resources**  
400 N. Main Street • Colfax, WA 99111  
(509) 397-5242 • FAX (509) 397-6355 • [www.whitmancounty.org](http://www.whitmancounty.org)



## **JOB ANNOUNCEMENT**

**POSITION:** Heavy Equipment Mechanic

**DEPARTMENT:** Public Works

**MONTHLY SALARY:** \$3,236.00 per month plus benefits

**UNION STATUS:** Road Bargaining Unit

**TO APPLY:** Whitman County Human Resources  
400 North Main Street  
Colfax, WA 99111  
(509) 397-6205

**CLOSING DATE:** Until Filled

**LOCATION:** Whitman County

**SELECTION PROCEDURE:** Applicants must submit a Whitman County application form for each position. The application will be reviewed and evaluated to determine applicants invited for an interview and equipment operations test.

Applicants who already possess a Commercial Drivers License (CDL) Class A must have a current CDL medical card.

**TO QUALIFY:** See attached illustrative example of duties & requirements.

In compliance with the Immigration Reform and Control Act of 1986, Whitman County will hire only United States citizens and aliens lawfully authorized to work in the United States. Documented evidence of identity and employment eligibility must be presented at time of hire.

WHITMAN COUNTY IS A SMOKE-FREE WORKPLACE  
EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER  
AMERICAN WITH DISABILITY ACT  
Any persons requiring accommodation should advise us of that need.

# Whitman County Human Resources

400 N. Main Street • Colfax, WA 99111  
(509) 397-5242 • FAX (509) 397-6355 • [www.whitmancounty.org](http://www.whitmancounty.org)



## WHITMAN COUNTY POSITION DESCRIPTION

**Effective Date:** August 2016

**Position Title:** Equipment Mechanic

**Job Family Classification #:** 34

**Department Title:** Public Works

**Department Code:** 400

**Pay Grade:** \$3,236.00 per month DOQ plus benefits

**FLSA Status:** Non-Exempt

**Union Status:** Represented

**Reports to:** Fleet Shop Supervisor

### **PURPOSE**

Perform skilled mechanical repair work on road maintenance equipment and other related work.

### **NATURE OF WORK**

This is skilled mechanical repair work performing a wide variety of duties associated with the maintenance of diesel, gasoline, and hydraulic and electrical systems on trucks, tractors, graders, bulldozers, backhoes, and other County equipment. Employees are required to have considerable knowledge of equipment systems and parts and are expected to independently inspect, diagnose, and repair mechanical problems using electrical and mechanical testing equipment, hand tools, and a variety of power tools. Employees of this class will have a considerable amount of contact with the operators and equipment to determine the nature and extent of mechanical problems to be repaired. Employees of this class are responsible for all mechanical repairs on assigned equipment.

Work is normally performed in the County shop, however, employees of this class may be required to work in adverse weather conditions to repair equipment unable to return to the shop for service. In addition, work may at times require the repair of equipment of the solid waste compacting facility, requiring exposure to an unfavorable odorous environment.

## **ESSENTIAL FUNCTIONS**

- Determine the extent of mechanical problems and replace or rebuild equipment based upon cost and quality of equipment operations consideration.
- Perform general mechanical overhaul and repair work on trucks, tractors, graders, loaders, automobiles, and related types of vehicles and equipment.
- Inspect, adjust and replace components and related parts including valves, pistons, main bearing assemblies, and cooling, fuel, and exhaust systems.
- Repair and overhaul transmissions, differentials, front and rear axle assemblies, and ignition systems.
- Weld and modify equipment and fabricate parts as needed or as directed.
- Inspect, repair, and reassemble air compressors, pumps, and related equipment;
- Repair, rebuild, and install hydraulic jacks, pumps, cylinders, and controls.
- Operate standard testing equipment to diagnose malfunctions;
- Drive to sites to repair equipment.

## **NON-TECHNICAL ESSENTIAL FUNCTIONS**

Work independently in the performance of assigned tasks. Must be reliable, cooperative, flexible, and maintain effective working relationships with co-workers, road maintenance and solid waste staff.

## **SUPERVISION EXERCISED AND RECEIVED**

Supervision is not a normal responsibility of positions in this class. Work is performed under the general supervision of the Fleet Shop Supervisor who reviews work by the quality and timeliness of repairs and by the performance of equipment serviced.

## **SELECTION CRITERIA**

### **Knowledge, Skills, Ability**

- Knowledge of the standard methods, materials, tools, equipment, and technology of the automotive and diesel mechanic trade.
- Knowledge of mechanical principles.
- Knowledge of the functioning of internal combustion engines.
- Knowledge of the occupational hazards and safety precautions of the mechanical trade.
- Ability to locate, diagnose, and repair most mechanical malfunctions in gas and diesel powered vehicles and equipment.
- Ability to weld, fabricate, and modify equipment.
- Ability to understand and execute oral and written instructions and to interpret plans and sketches.
- Ability to establish and maintain effective working relationships with others.
- Ability to use and care for the tools, equipment, and materials of the mechanic trade.

**EXPERIENCE, EDUCATION AND TRAINING**

Two (2) years of mechanical work experience in the repair of gas and diesel automotive, road construction and maintenance vehicles and equipment. Associates degree in heavy equipment repair preferred.

**OR**

Substituting on a month for month basis, any combination of experience, education, and training, which would provide the level of knowledge and ability, required.

Must possess a complete set of heavy-duty mechanics tools, for use on all job duties. Possession of a valid class "A" CDL is preferred. Must be able to pass a pre-employment drug screen before beginning work.

WHITMAN COUNTY IS A SMOKE-FREE WORKPLACE  
EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER  
AMERICAN WITH DISABILITY ACT  
Any persons requiring accommodation should advise us of that need.