TOWNSHIP OF LOWER MERION
JOB POSTING

POSITION: Fleet Mechanic 2
Fleet Division, Public Works Department

RANGE & RATE: Schedule WA00 Range 08
$31.612/hour - $65,753/year

SUMMARY:
This is responsible vehicle and equipment repair work at a professional level involving all maintenance and repair of all Township vehicles and equipment.

Work involves responsibility for safe and effective repair of light duty, medium duty and heavy-duty vehicles, trucks, and construction off-road equipment. Duties include but are not limited to overhauling drive train, all control components, repairing mechanical, electrical, hydraulic, pneumatic systems, and repairing sheet metal. This position also has the responsibility for making difficult vehicle and equipment maintenance decisions in accordance with established procedure. This work requires that the employee have considerable knowledge, skill and ability in vehicle and equipment repair.

SUPERVISION RECEIVED:
Works under the general supervision of a Fleet Mechanic Crew Leader and Fleet Supervisor.

ESSENTIAL FUNCTIONS:
Performs state emissions and safety inspections. Diagnoses and identifies vehicle and equipment malfunctions and determines corrective actions to be taken through tests and inspections. Tests vehicles and equipment after repairs. Verifies completion of repairs to ensure a quality service deliverable.

Repairs or overhauls to engines, transmissions, gear trains, differentials, steering systems, brake systems, clutch systems, electrical systems, power takeoffs, hydraulic and pneumatic lifts and controls, and related components. Performs vehicle and equipment maintenance which includes but is not limited to lubricant and filter changes to all systems, air drier cartridge changes and system calibrations.

Performs on-the-road emergency repairs to disabled vehicles and equipment. Tows disabled vehicles and road tests vehicles and equipment.
Performs preventative maintenance, in-service inspections and field operational evaluations as necessary.

Braze or weld frames, sheet metal and various equipment components, such as hoppers and plows.

May change and repair tires, as necessary.

Must be able to respond to call-ins and work extended hours during emergency events or whenever Fleet Division support is needed.

Demonstrates maintenance and repair procedures to lower level classifications. Provides oversight to any assigned helpers.

Performs work in a safe manner and observes all safety procedures.

Completes job or shift report forms, as assigned.

Performs electronic data entry of vehicle and equipment repair information through a Computerized Maintenance Management System.

Uses all tools, equipment and materials responsibly and performs basic inspection and preventive maintenance prior to use.

Performs work of lower classifications, as necessary.

Performs related work as required.

**QUALIFICATIONS:**

A high school diploma or the equivalent, supplemented by training in automotive and equipment repair, plus four years of progressively responsible experience in vehicle and equipment maintenance and repair, or an equivalent combination of education and qualifying experience substituting on a year-for-year basis.

Valid class A Driver’s License.

Class 7 State Inspection License.

Class 8 Enhanced Emission Inspection License.

Automotive Air Conditioning Certification.

A.S.E. Auto and Truck certification preferred.
Full set of automotive service tools.

Considerable knowledge of the tools, equipment, and methods of vehicle and equipment overhaul and repair.

Considerable knowledge of the work standards and safety procedures in vehicle and equipment overhaul and repair.

Considerable skill in the use of mechanic's tools.

Considerable ability to perform vehicle and equipment overhaul and repair safely, effectively and efficiently.

Considerable ability to establish and maintain effective working relationships with supervisors, co-workers and vendors.

Considerable ability to follow oral and written instructions and to learn Township procedures.

Superior ability to communicate orally.

Superior ability to fill out forms and charts.

Superior skill and ability to utilize computer driven vehicle diagnostic software.

Superior ability to utilize personal computers and computer driven software e.g. word processing and spreadsheet applications.

Some ability to oversee the work of others.

**PHYSICAL REQUIREMENTS:**

Ability to stand for a minimum of 1 up to 8 hours, walk for a minimum of 1 up to 8 hours, and drive for a minimum of 1 up to 8 hours per workday.

Ability to bend, stoop, crouch, kneel, lift and push/pull for up to 68% of the workday.

Ability to climb, crawl and reach above shoulder level for up to 35% of the workday.

Ability to lift and carry up to 50 pounds of tools, equipment and materials for up to 68% of the workday and lift and carry up to 100 pounds of tools, materials and equipment for up to 35% of the workday.

Ability to use both feet for operating foot controls of equipment.
Ability to use both hands for simple grasping, firm grasping, and fine manipulation of tools, equipment and objects.

Ability to perform job functions using safety precautions around moving machinery.

Ability to drive automotive equipment.

Ability to perform job functions using safety precautions where environmental conditions may be challenging in fleet garage.

**SELECTION:** Based on merit, work experience, training, education, testing, employee record and interview.

**HOW TO APPLY:** *External Applicants:* Employment applications can be downloaded from [www.lowermerion.org](http://www.lowermerion.org) – employment opportunities.

Send application to: Department of Human Resources
75 E. Lancaster Avenue
Ardmore, PA 19003
Email: humanresources@lowermerion.org