

The Maryland-National Capital Park and Planning Commission

TITLE: Senior Mechanic
SERIES: Equipment Repair and Operation

GRADE: T04 CODE: 5722
DATE: 3/28/02
FLSA: Non-Exempt

Class Definition

Under general supervision, performs the full range of difficult skilled mechanical work involving considerable responsibility, complexity, and variety. Performs maintenance and repair of a variety of vehicles and power equipment at Commission buildings, structures, and property. May direct activities of other Mechanics, Trades Trainees, and Park/General Maintenance Workers who support skilled trades workers. Work is checked by Inspectors, Trade Shop Supervisors, and Lead Mechanics. Performs other related duties as assigned.

Examples of Important Duties:

1. Plans work. Receives work orders for mechanical projects. Troubleshoots and determines cause of equipment malfunction to identify type and extent of necessary repairs. Conducts technical research.
2. Performs difficult mechanical work. Performs major repairs on cars, trucks, and other equipment. Major repairs include rebuilding, changing, aligning, and modifying components and assemblies of gasoline and diesel powered vehicles (e.g., engines, transmissions, differentials, clutches, axles, etc.) by fitting and installing parts needed (e.g., valves, pistons, gears, bearings, cylinders, etc.) to exacting tolerances, clearances and specifications. Connects, meshes, aligns and adjusts systems to assure proper operation. Repairs electrical, mechanical, exhaust, fuel, lubrication, cooling, hydraulic, electronic, and computer utility system malfunctions.
3. Replaces or overhauls brake and fuel systems, generators, alternators, starters, distributors, and electronic ignition systems. Rebuilds and replaces brakes, lights, horns, belts, hoses, shock absorbers, ball joints, tie rods, mufflers, fuel pumps, and other parts. Maintains and repairs equipment such as chain saws, mowers, weed eaters, blowers, and other small equipment. Cleans and paints equipment. Sharpens blades. Replaces broken parts.
4. Repairs vehicle emissions systems.
5. Performs regular preventive maintenance on vehicles and other equipment. Changes oil, filters, and fluids. Lubricates moving parts. Replaces or charges batteries. Inflates, balances, changes, and rotates tires. Adjusts brakes and clutches. Tunes up engines.
6. Completes required administrative paperwork and recordkeeping.
7. Assigns and maintains inventory of power equipment, tools, safety equipment, and vehicles assigned to crew.
8. Drives motor vehicles to carry workers and haul tools, equipment, materials, and supplies. Loads and unloads tools, equipment, supplies, and materials. Sets up tools and equipment. Tows vehicles and equipment to garage for repairs. Test drives vehicles and equipment to identify problems and after repair.

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Examples of Important Duties: (Cont'd)

9. Assigns and checks work of other Mechanics, Trades Trainees, and Park/General Maintenance Workers who support skilled trades workers. Provides instructions and assists with training on proper procedures, methods and safety.

Important Worker Characteristics:

Considerable knowledge of: (1) standard mechanical practices and methods; (2) OSHA, MOSH, and fire codes; (3) Commission policies and procedures;* and (4) hazardous materials.

Skill in operation of: (1) hand and power tools; (2) mechanical equipment; (3) emissions analyzer;* (4) engine diagnostic equipment; (5) heavy equipment; (6) welding equipment;* (7) motor vehicles; and (8) personal computer and appropriate software.*

Ability to: (1) understand and apply principles to solve practical problems; (2) calculate fractions, decimals, and percentages; (3) read and understand manuals, schematics, sketches, and drawings; (4) complete work orders and other work related paperwork; (5) distinguish different colors; (6) lift up to 100 pounds; (7) acquire CPR and first aid certification*; and (8) obtain appropriate ASE Certifications contingent upon job requirements*.

* Developed primarily after employment.

Minimum Qualifications:

1. H.S. Diploma or GED; and
2. Completion of an approved mechanical apprentice program; or four years of progressively responsible experience in mechanical repair; and
3. Two additional years of experience at the journey level; or
4. An equivalent combination of education and experience totaling six years.
5. Valid Commercial Driver's License (CDL) with appropriate endorsements within twelve months of employment.
6. Valid driver's license.
7. Pass Commission medical examination.

Working Conditions

Indoor/outdoor, exposure to varied weather conditions, dirt, grease, noise, dust, exhaust fumes, and caustic chemicals. Must be available to work during emergencies.