

SNOHOMISH COUNTY JOB DESCRIPTION

EQUIPMENT MECHANIC-SMALL

Spec No. 7025

BASIC FUNCTION

To maintain a comprehensive inventory of, and to perform maintenance and repair on a variety of small gas and diesel powered equipment including but not limited to mowers or small tractors, air compressors, weed eaters, water pumps, compactors, breakers, chain saws, generators, and required accessories.

STATEMENT OF ESSENTIAL JOB DUTIES

1. Troubleshoots, maintains, repairs and overhauls a variety of small gas and diesel powered equipment.
2. Rebuilds small engines, repairs components, replaces wear parts, sharpens blades and performs other maintenance and repairs as necessary.
3. Establishes an inventory tracking system in the current Fleet Management System which includes a maintenance scheduling component and life cycle/replacement scheduling component, for small equipment.
4. Establishes a preventive maintenance program and performs scheduled maintenance services on a variety of small equipment.
5. Establishes and operates a check out and check in system for equipment with user groups, for tracking and accountability.
6. Maintains an inventory of mixed fuels, oils, consumables (chain, blades, pull rope, etc.) and spare parts for small power equipment as required.
7. Tests all equipment after service and repairs by running/operating, to verify proper function.
8. Operates a variety of shop equipment safely (forklift, crane, pumps); operate power tools in the maintenance and repair of equipment.
9. Performs fabrication and welding as required.
10. Performs related duties as required.

STATEMENT OF OTHER JOB DUTIES

11. Responsible for conducting periodic equipment inventory audits with accuracy.

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EQUIPMENT MECHANIC-SMALL

Spec No. 7025

STATEMENT OF OTHER JOB DUTIES (Continued)

12. Keeps accurate, complete and timely records of maintenance and repair work performed.

MINIMUM QUALIFICATIONS

Successful completion of an accredited small equipment or small engine mechanic program or apprenticeship program; OR two years of employment as a small equipment repair mechanic; or any equivalent combination of training and/or experience that provides the required knowledge and abilities. Must pass job related tests.

SPECIAL REQUIRMENTS

1. Valid Washington State Drivers License
2. First Aid Card after first year of employment.
3. Job offer will be conditioned on satisfactory results of a post-offer, pre-employment drug test.
4. Must be able to lift (50) pounds.
5. Employees are required to furnish their own hand tools.

PHYSICAL EFFORT

The employee is required to perform a variety of manual labor tasks including lifting objects weighing more than fifty (50) pounds.

SUPERVISION

The employee receives general supervision from an Equipment Maintenance Supervisor or a Crew Chief. The work is performed independently in accordance with established procedures with general direction from the Supervisor or Crew Chief. The work is periodically spot checked to ensure compliance with directives and procedures.

KNOWLEDGE AND ABILITIES

Knowledge of:

- the equipment, materials, methods, procedures and tools used in the maintenance and repair of small power equipment including a variety of types, makes and models, both gasoline and diesel powered
- the theory and operating principles of internal combustion engines and related systems and components
- the theory and operating principles of small equipment electronics and related diagnostic equipment

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KNOWLEDGE AND ABILITIES (Continued)

- the operation of and routine maintenance and troubleshooting procedures relevant to a variety of small power equipment such as , chain saws, water pumps, weed eaters, portable compactors and concrete breakers and similar lawn care power equipment
- Occupational hazards and safety rules and regulations

Ability to:

- troubleshoot and diagnose defects, malfunctions and other problems found in a variety of small power equipment, both gasoline and diesel powered, and determine the extent of repairs required
- repair, rebuild and overhaul a variety of small gasoline and diesel engines, brake systems, cooling systems and drive train components, electrical components, exhaust systems, hydraulic systems, suspension and steering systems, manual and hydrostatic transmissions, and other assemblies, components and systems found in small equipment
- repair accessories, sharpen blades and chains and perform necessary adjustments
- read, understand, interpret and work from service and repair manuals, manufacturer's bulletins, schematic drawings and related materials
- read, understand and comply with safety rules and regulations
- use a wide variety of hand and power tools, electronic test equipment, welding equipment and supplies, and other diagnostic and repair equipment skillfully and safely under a variety of working conditions
- operate all small power equipment skillfully and safely
- operate a variety of automobiles, light trucks and vans skillfully and safely in a variety of traffic and weather conditions
- perform strenuous physical work
- follow oral and written instructions
- establish and maintain effective work relationships with superiors, co-workers, employees of other county departments, and with vendors and representatives of other agencies
- perform minor welding tasks safely

WORKING CONDITIONS

The majority of the work is performed in an equipment maintenance shop with field trips as necessary. Employees are required to work evenings, weekends and holidays as necessary.

Snohomish County is an Equal Employment Opportunity (EEO) employer.
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: April 2012

EEO Category: 7 - Skilled Craft Workers

Pay Grade: 904 - Public Works

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Workers Comp: 1501 Hazardous