

# **SNOHOMISH COUNTY JOB DESCRIPTION**

## **EQUIPMENT MECHANIC CREW CHIEF**

Spec No. 7015

### **BASIC FUNCTION**

To serve as leadworker, to coordinate the maintenance, repair, and overhauling of assigned light motor vehicles and heavy equipment.

### **STATEMENT OF ESSENTIAL JOB DUTIES**

1. Plans, schedules and provides input into performance evaluations; instructs and trains employees; recommends various personnel actions including hiring, discipline, transfer and promotion.
2. Coordinates the maintenance, repair, rebuilding and overhauling of assigned vehicles and equipment; maintains service and maintenance schedules; recommends servicing priorities.
3. Orders and requisitions equipment, materials, parts and supplies; conducts research into the technical aspects of machinery and equipment.
4. Resolves maintenance and repair problems; monitors and inspects work in progress and upon completion to ensure timely completion and compliance with instructions, procedures and standards; enforces safety rules and regulations.

### **STATEMENT OF OTHER JOB DUTIES**

5. Performs all the duties of an equipment mechanic.

### **MINIMUM QUALIFICATIONS**

Five (5) years experience in the maintenance and repair of the full range of light, medium and heavy equipment, both gasoline and diesel powered; OR, any equivalent combination of training and/or experience that provides the required knowledge and skills. Prior lead experience preferred. Must pass job related tests.

### **SPECIAL REQUIREMENTS**

A valid Washington State Driver's License with C.D.L. is required within six months of employment.

Emission certification is required for employment.

Air Conditioning certification is required for employment.

First Aid Card or ability to obtain one within 90 days is required for employment.

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### KNOWLEDGE AND ABILITIES

Knowledge of:

- equipment, materials, methods, procedures and tools used in all phases of maintenance and repair
- the operation of and routine maintenance and troubleshooting procedures relevant to the full range of equipment
- the theory and operating principles of internal combustion engines and related systems and components
- occupational hazards and safety rules and regulations
- first aid methods and techniques

Ability to:

- plan, schedule and evaluate the work of employees
- inspect a wide variety of vehicles and equipment, troubleshoot and diagnose defects, malfunctions and other problems, and determine the extent of repairs required
- repair, rebuild and overhaul the full range of accessories, assemblies, component parts and vehicle systems found on fleet equipment
- cut, weld, and fabricate a variety of metal parts and body panels
- 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
- read and interpret blueprints and work orders
- mechanic, fabricating, locksmith and design skills

### SUPERVISION

The employee reports to and receives direction from an Equipment Maintenance Supervisor. The work varies from routine maintenance work such as doing minor tune ups and lube and tire work to doing a complete overhaul of an engine or transmission. The employee carries out assigned tasks independently and is held accountable for the products produced. The work may be spot checked to ensure timely completion and compliance with work orders and instructions. The employee may oversee the work of Equipment Service Technicians or temporary help.

### WORKING CONDITIONS

The majority of the work is performed in an equipment maintenance shop with field trips as necessary to repair disabled vehicles in the field. Lifting heavy parts more than sixty (60) pounds is required.

Employees are required to work evenings, weekends and holidays as necessary.

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

[EEO policy and ADA notice](#)

Revised: August 1999, December 2001, January 2012, April 2014

EEO Category: 7 - Skilled Craft Workers

Pay Range: 907 - Public Works Pay Plan

Workers Comp: 1501 Hazardous