Hardin County Government

Job Description

Non-Hazardous

Mechanic **Pay Grade 6**

STATUS	
Date: December 27, 2019	**Department:** Road
FLSA Status: Non-Exempt	**Reporting Authority:** Team Leader
Supervisory Responsibility: None	

Job Summary

The purpose of the position is to perform skilled work in the maintenance of gasoline and diesel powered automotive and construction equipment. This position performs mechanical repair and maintenance of automobiles, trucks, tractors, bulldozers, graders and other standard and specialized automobiles and construction equipment

Major Essential Duties

- Perform general overhaul and repair work on light and heavy trucks, gasoline and diesel motors and all county equipment
- Inspect, adjust, repair, recondition and replace necessary units and related parts
- Perform related tasks as required

Minor Essential Duties

- Work overtime when necessary

Qualifications

Education and/or Experience

- Graduate of an accredited high school or equivalent
- Experience in mechanical and road maintenance equipment
- Thorough knowledge of various types of equipment

Language Skills

- Ability to communicate effectively in English both orally and writing
- Ability to read, analyze and interpret policies, procedures, equipment manuals and safety documents
- Ability to write occasional reports

Mathematical Skills

- Ability to add, subtract, multiply and divide in all units of measure

Reasoning Ability

- Solves practical problems
- Interprets some technical and instructional material
- Makes decisions which serve the County's best interest

Certificates, Licenses, Registrations

- Possess a valid Kentucky driver's license and CDL

Other Knowledge and/or Skills

- Possess general knowledge of standard practices and equipment of the automotive mechanic trade
- Understand the principles of operation of gasoline and diesel engines
- Possess knowledge to perform major repairs on heavy trucks and construction equipment

Physical Demands

The physical demands described represent those required to successfully perform the essential job functions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

While performing job duties, the employee could reasonably be expected to:

Regularly (over 2/3)	Occasionally (under 1/3)
Stand or walk	Reach with hands and arms
Talk or hear	Use hands to type, handle papers, tools, etc.
Lift and/or move up to 25 pounds	
Operate a vehicle	

Vision requirements include close, distance, color and peripheral vision, depth perception and the ability to adjust focus

Perform heavy manual labor, if necessary, under adverse weather conditions and in difficult working areas

Work Environment

The work environments described in preceding paragraphs represent those encountered while performing the essential job functions. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions

The noise level is usually moderate to high

Comments

- Must display the following:
  - Positive communication
  - Objectivity
  - Willingness to solve problems
  - Commitment to serve the County's best interests
- Must adhere to applicable provisions of the Department Rules and Regulations, the Personnel Policy Manual, the Hardin County Administrative Code, the Kentucky Revised Statutes and any other procedures, rules, regulations and policies set forth by appropriate authorities
- Must be neat in appearance
- Must have personal integrity and free of felony convictions
- Must be 18 years or older

The above is intended to describe the general content of and the requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, requirements or responsibilities.

Date Approved: December 27, 2019

Harry L. Berry
Hardin County Judge/Executive