

# **CITY OF CHATTANOOGA**

## **Classification Specification Title: Heavy Equipment Mechanic 1**

**Department: Public Works**

**Pay Grade: GS.08**

**Supervision Received From: Fleet Shift Supervisor**

**FLSA Status: Non-Exempt**

**Supervisory Responsibility For: None**

**Established: 4/5/24**

**Revision Date: 4/2/25**

### **CLASSIFICATION SUMMARY:**

Incumbents in this classification are responsible for performing routine maintenance and repair of City vehicles and equipment. Duties may include performing preventive maintenance, changing starters, batteries and belts; changing fluids; performing alignments; assisting journey level mechanics and cleaning shop areas. Work is performed with moderate supervision.

### **SERIES LEVEL:**

The Heavy Equipment Mechanic 1 is the first level of a three-level fleet services series.

### **ESSENTIAL FUNCTIONS:**

*(The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.)*

Performs vehicle servicing activities which includes changing oil, checking fluid levels, inspecting brakes, chassis components and tires and performing other related activities. Logs result in appropriate forms.

Responds to emergency calls for vehicle service in the field; may transport equipment and vehicles.

Changes and repairs tires on City trucks and vehicles.

Evaluates, detects and diagnoses major and/or minor electrical and mechanical problems on vehicles and/or equipment and implements required repairs which includes replacing starters and generators; realigning brakes and front ends; adjusting clutches; repairing air conditioning; installing thermostats and water pumps; greasing fittings and/or performing other related activities.

Performs preventive maintenance on vehicles and/or equipment which includes refilling lubricants; tuning up engines; replacing worn parts; inspecting vehicles and equipment for safety hazards and/or performing other related activities.

Participates in performing major overhauls which includes rebuilding alternators; removing and reinstalling transmissions and/or performing other related activities.

Installs and repairs auxiliary emergency lights, cameras and/or other related equipment.

Uses and maintains a full set of hand, power and shop tools and equipment related to the work; observes safe work methods and utilizes safety equipment related to the work.

Assists in performing welding, cutting and fabrication of metal materials for heavy and light equipment repairs and/or modifications.

Monitors and maintains inventory of applicable fleet maintenance supplies, inventory and equipment.

Assists in cleaning and maintaining fleet shop area.

May be required to use, carry and answer their cell phone as determined by their job duties and the department head.

Must meet regular attendance requirements.

Must be able to maintain good interpersonal relationships with staff, co-workers, managers and citizens.

Must accomplish the essential functions of the job, with or without reasonable accommodations, in a timely manner.

Performs other duties as assigned.

This position is deemed essential during inclement weather situations, and must report to or remain at work, even when administrative closings are announced, as determined by the Department Head.

#### DEPARTMENT SPECIFIC DUTIES (if any):

When working as a Heavy Equipment Mechanic 1:

Performs diagnostic tests to identify and rebuild/repair malfunctions on all diesel, gasoline and electric equipment (Refuse trucks, Brush collection trucks, Sweepers; Dump trucks, Tractors, Mowers, Leaf collection systems, Salt spreaders, Construction equipment, etc). Makes repairs to include overhaul of major and minor sub-systems. Diagnose hydraulic malfunctions, engines, repairs pumps, cylinders and control valves.

Overhauls pumps, actuators, transmissions, compressors, vacuum and electric controls and components. May weld and cut parts using welding equipment. Tests overhauled equipment to ensure operating efficiency. Installs and repairs air-conditioning components.

Performs diagnostic tests and repairs/overhauls complete brake and steering systems. Performs inspections and serviceability/reliability checks/repairs/rebuilds on all brake, steering and driveline components. Performs in-depth preventative maintenance inspections and makes repairs to ensure reliability and safety.

Performs diagnostic tests and repairs on emission control systems. Must be able to make electrical system servicing and repairs on the majority of vehicles and equipment assigned.

Performs accurate documentation on repair work orders. Has ability to correctly open, document and close repair work orders. Correctly charges parts to work orders, completes all required documentation. Utilizes laptop computers to complete, verify parts/labor and inputs comments to detail repairs made.

Ensure a SAFE work environment, identifies/correct safety infractions, walks and talks safety. Wears PPE as required, performs job risk assessments.

Performs emergency road services to equipment outside the garage. Prepares and maintains records and reports relating to work accomplished. Performs other related work as required and assigned by supervisor.

When working as a Fire Apparatus Mechanic 1:

Performs preventive and corrective maintenance on vehicles and equipment. Files repair reports with the Shift Supervisor. Performs routine service duties, i.e. relines brakes, performs tune-ups and oil changes, replaces filters, lubricates chassis, replaces antifreeze, air filters, drive belts, and tires. Performs general repairs, tests and recharges/replaces batteries, replaces water pumps, fuel pumps, radiators, brake air lines, hydraulics, electrical wiring, headlights and warning lights.

Diagnoses problems with fire department vehicles, radios, apparatus and other types of equipment. Performs metal fabrication, fabricates high pressure hoses, fittings, hydraulic hoses and conducts field repairs as needed. Conducts welding on steel and aluminum, ensures repairs are made as required. Assembles plumbing and pumping apparatus. Repairs electric generators. Rebuilds air, water and hydraulic valves. Reviews technical drawings for compliance with NFPA.

Conducts preventive maintenance inspection/repair records, pump service test forms, emergency generator maintenance. Maintains emergency generators and makes repairs as required. Sets up tools and equipment; procures parts and supplies for repairs, cleans shop area, parts room, restrooms and office. Delivers apparatus to outside repair shops as necessary. Makes emergency repairs at fire scenes as necessary. Performs other related duties as required.

**MINIMUM QUALIFICATIONS:** High School Diploma or GED and one (1) year of preventive maintenance experience required. Any combination of vocational/technical training in equipment or automotive mechanics and/or experience may be combined to satisfy the required experience, or any combination of equivalent experience and education.

This is a career ladder position. This position will receive an automatic progression to Heavy Mechanic 2 when the incumbent has achieved the required minimum qualifications and licenses/certifications for the next position in the series.

**LICENSING AND CERTIFICATIONS:** Valid Driver's License.

When working as a Heavy Equipment Mechanic 1, attainment of ASE Certification T4 (Brakes) within one (1) year.

When working as a Fire Apparatus Mechanic 1, attainment of ASE Certification T4 (Brakes) within one (1) year.

#### KNOWLEDGE & SKILLS:

Knowledge of methods, techniques, parts, tools and materials used in the maintenance and repair of diesel and gasoline powered vehicles; diagnostic devices utilized in identifying vehicle and/or equipment malfunctions; the operation and maintenance of a wide variety of hand, power and shop tools and equipment common to the field; safe work methods and safety regulations pertaining to the work; basic shop mathematics and tire changing techniques.

Skill in maintaining and repairing vehicles and equipment; detecting and diagnosing vehicle and equipment malfunctions; performing routine vehicle maintenance activities to applicable vehicles and equipment; operating and maintaining a wide variety of hand, power and shop tools and equipment used in the work; understanding and following oral and written instructions; preparing basic records and reports; reading and interpreting manuals, specifications and drawings and establishing and maintaining effective working relationships with other employees and those contacted in the course of the work.

Ability to perform routine preventative maintenance and simple repairs on motorized equipment, including gas and diesel powered engines; use hand and power tools; read and understand technical service manuals; understand and follow oral and written directions; keep simple records; work cooperatively with others; recognize and report defects or malfunctions, upon inspection; perform tasks requiring strength, such as two people positioning 100 pound equipment blades, carrying equipment parts, climbing onto equipment, and mounting tires on trucks and construction equipment; hear and distinguish various sounds, such as voices of co-workers in noisy environments and sounds of operating equipment; distinguish colors, such as color-coded wire and the color of fluids; distinguish temperatures of equipment, to avoid burns; use impact tools, such as tire guns and sledgehammers, which cause body vibration.

The City of Chattanooga provides an annual tool reimbursement of \$1,200.00 after the first completed year of employment as a Heavy Equipment Mechanic 1 in addition to providing uniforms and safety boots at no cost to the employee.

#### PHYSICAL DEMANDS:

Positions in this class typically require climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing and repetitive motions.

#### WORK ENVIRONMENT:

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of forces constantly to move objects. Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gasses, poor ventilation, chemicals, oil, extreme temperatures, inadequate lighting, work space restrictions, intense noises and travel.

#### SPECIAL REQUIREMENTS:

Safety Sensitive: Y

Department of Transportation - CDL: N  
Child Sensitive: N

The City of Chattanooga, Tennessee is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.