

KYRENE SCHOOL DISTRICT, ARIZONA

CLASS SPECIFICATION

CLASS TITLE: Equipment Mechanic

BAND	GRADE	SUBGRADE
B	2	1
DEPARTMENT: Facilities	ACCOUNTABLE TO: Grounds Supervisor	FLSA STATUS: Non-exempt
CLASS SUMMARY: Incumbent is responsible for maintaining and repairing grounds equipment. Duties include: performing preventive maintenance on grounds equipment; troubleshooting problems, and repairing grounds equipment including heavy equipment; ordering materials and supplies; welding and fabricating parts; completing and turning in work orders; and, cleaning the shop.		
DISTINGUISHING CHARACTERISTICS: The Equipment Mechanic is a stand alone classification which is distinguished from the mechanics in that it focuses on heavy equipment.		

DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)	FRE-QUENCY	BAND/ GRADE
1.	Maintains and repairs grounds equipment to include diesel and gasoline tractors or other heavy equipment.	Daily	B2
2.	Welds and fabricates tools, racks, covers, broken equipment, chairs, and tables.	Daily	B2
3.	Performs preventative maintenance to include changing oils, filters, and greases.	Daily	A1
4.	Fills out work orders and turns in invoices.	Daily	A1
5.	Maintains cleanliness of shop.	Daily	A1
6.	Purchases grounds equipment and supplies for shop.	Weekly	A1
7.	Performs other duties of a similar nature or level.	As Required	N/B

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Knowledge (position requirements at entry):

Knowledge of:

- Mechanic techniques;
- Different metals;
- Basic mathematics.

Skills (position requirements at entry):

Skill in:

- Changing and disposing of fluids;
- Operating torches and welders;
- Cutting and fabricating metals;
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

Training and Experience (position requirements at entry):

High School Diploma or General Equivalency Diploma (G.E.D.) and three years of equipment and welding experience, or any combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Licensing Requirements (position requirements at entry):

- Valid Arizona Driver's License.

Physical Requirements:

Positions in this class typically require: balancing, stooping, kneeling, crouching, reaching, standing, walking, lifting, grasping, talking, hearing, seeing, and repetitive motions.

Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, chemicals, oils, and intense noises.

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.

Classification History:

Draft prepared by Fox Lawson and Associates LLC (kw)

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