

NEW RIVER RESOURCE AUTHORITY

POSITION DESCRIPTION EQUIPMENT MECHANIC

Responsibilities:

Under the direction and guidance of Manager, this position schedules, performs and supervises routine maintenance and repair activities for heavy equipment and automobiles used by the Authority's solid waste operations. Position is responsible for record keeping, tool control and supply inventory associated with maintenance activities. This position is established under the Labor Standards Act and reports to the Manager.

General Duties:

- Performs routine daily and weekly maintenance activities.
- Assists with repairs and maintenance activities performed by contractors.
- Maintains fleet service records, reports, and inspections as required by the NRRA Maintenance program.
- Maintains tools, shop and supplies used for maintenance activities
- Assists Lead Operator with safety training and inspections regarding equipment and tools.
- Ensures the safe handling and disposition of materials, including hazardous materials used in maintenance activities in accordance with laws and regulations in effect.
- Performs scheduled and unscheduled maintenance and repairs according to manufacturer's specifications.
- Other duties as assigned by Lead Operator.
- Lockout/tagout; safely deenergize equipment, crib/block equipment.

Safety Sensitive Designation:

Due to the nature of Authority operations, this position may involve safety sensitive functions, including but not limited to the operation of Authority vehicles, heavy equipment, and activities where impairment – whether from legal or illegal drugs, cognitive issues, alcohol, or otherwise - could pose a direct threat to the health and safety of employees, the public, or the environment. Employees in this role are subject to all applicable safety policies, including drug and alcohol testing requirements.

NEW RIVER RESOURCE AUTHORITY

POSITION DESCRIPTION EQUIPMENT MECHANIC

Knowledge Skills and Abilities:

Thorough knowledge in the maintenance and operation of NRRA fleet; traffic laws and regulations governing equipment operation, occupational hazards involved and the safety precautions necessary to insure the proper use of equipment, tools, and supplies. Ability to understand and follow oral and written instructions including complex maintenance procedures. Must possess a good mechanical aptitude and be capable of performing routine equipment service and minor repairs and keep associated records and schedules. Must demonstrate ability to work efficiently unsupervised. Must be willing to work in field under different sometimes extreme weather conditions.

Education and Experience:

Any combination of education and experience equivalent to graduation from high school and considerable experience operating and maintaining heavy equipment. Heavy equipment technical school training preferred. Experience in trouble shooting, diagnosing, and repairing electrical, hydraulic and diesel engines also preferred.

Special Requirements:

Must have a valid driver's license issued by the state of residence.

Salary: Pay Band 4 \$62,550.00-\$65,110.00, open to discussion