

SNOHOMISH COUNTY JOB DESCRIPTION

EQUIPMENT MECHANIC, LEAD

Spec No. 7004

BASIC FUNCTION

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

STATEMENT OF DUTIES

1. Serves as a lead worker over two or more Equipment Mechanics; plans, schedules and evaluates the work of subordinate employees; instructs and trains employees as necessary; recommends various personnel actions to supervisor as necessary including the hiring, discipline, transfer and promotion of subordinate employees.
2. Coordinates the maintenance, repair, rebuilding and overhauling of assigned vehicles and equipment; maintains a service and maintenance schedule for assigned equipment; recommends servicing priorities and provides substitute equipment as necessary.
3. Orders and requisitions equipment, materials, parts and supplies as necessary; conducts research into the technical aspects of machinery and equipment.
4. Assists subordinates as necessary, and resolves maintenance and repair problems as required; 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.
5. Maintains required records and prepares reports as necessary.
6. Performs all the duties of subordinate level equipment maintenance personnel.
7. Performs related duties as required.

MINIMUM QUALIFICATIONS

Two (2) years of journey level 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 abilities. Prior lead experience is preferred. Must pass job related tests.

SPECIAL REQUIREMENTS

A valid State of Washington Driver's License with a combination endorsement is required for employment.

Possession of or ability to obtain a valid First Aid Card within ninety (90) days of employment is required.

Candidates for employment may be required to pass a pre-employment physical examination before being hired.

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PHYSICAL EFFORT

The work may involve occasional strenuous physical effort.

KNOWLEDGE AND ABILITIES

Knowledge of:

- the equipment, materials, methods, procedures and tools used in all phases of equipment maintenance and repair work including paint and body work
- 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 subordinate 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
- read, understand, interpret and work from a variety of service and repair manuals, manufacturer's bulletins, schematic drawings and related materials
- read, understand and enforce safety rules and regulations
- 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
- operate a wide variety of gasoline and diesel powered equipment skillfully and safely under a variety of traffic and weather conditions
- maintain complete and accurate written records
- perform manual labor tasks as necessary
- establish and maintain effective work relationships with superiors, subordinates, co-workers and employees of other departments

SUPERVISION

The employee reports to and receives direction from a Facility Maintenance Supervisor or administrative superior as assigned. The work requires independent judgment and is reviewed through status reports and an evaluation of results obtained.

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WORKING CONDITIONS

The work is primarily performed at an equipment maintenance shop with occasional trips to other work sites to pick up, deliver and/or repair equipment.

Employees are on-call during off-duty hours to respond to emergencies and are required to work evenings, weekends and holidays as necessary.

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

[EEO policy and ADA notice](#)

Class Established: October 1986
Previous Spec No. 864
EEO Category: 7 - Skilled Craft Workers
Pay Grade: 906 - Public Works Pay Plan
Workers Comp: 1501 Hazardous