

CONSTRUCTION EQUIPMENT MECHANIC AIDE

DISTINGUISHING FEATURES OF THE CLASS:

This is an entry level position responsible for assisting in and performing routine minor repair work in the service and maintenance of automotive and highway construction and maintenance equipment. Skilled repair work is only performed in the capacity of assisting higher level mechanics. In addition, the incumbent assists in snow and ice control activities, and performs other routine tasks in the garage and yard area. The work is performed under the direct supervision of a higher-level mechanic. Supervision is not a function of the position.

TYPICAL WORK ACTIVITIES:

The following is indicative of the level and types of activities performed by incumbents in this title. It is not meant to be all-inclusive and does not preclude a supervisor from assigning activities not listed which could reasonably be expected to be performed by an employee in this title.

1. Performs preventive maintenance work on automotive and highway construction and maintenance equipment, including checking fluids, changing oil, replacing filters, inspecting brakes and greasing components;
2. Assists skilled mechanics in performing minor repairs on highway construction and maintenance equipment;
3. Notes any equipment problems or unusual or excessive wear observed during the performance of duties and reports them to supervisor;
4. Assists in snow and ice control activities;
5. Assists in the fueling of equipment;
6. Performs yard and garage cleaning and maintenance activities;
7. Responds to emergency calls as directed to remove debris or to repair signs;
8. May be assigned to Automotive Service Center for snow and ice control activities or for coverage purposes.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of the principles, practices and tools of the automotive and construction equipment mechanic trade; good knowledge of accepted safety practices and OSHA standards for the trade; working knowledge of the operation and mechanical functions of highway construction and maintenance equipment; ability to follow oral and written instructions; manual dexterity; good hand and eye coordination; dependability; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

One (1) year of full-time work experience which primarily involved automotive and/or construction equipment maintenance and repair duties.

NOTE: Training or education in the field of automotive repair may be substituted for the above work experience on a month for month basis.