HEAVY EQUIPMENT MECHANIC
Bargaining Unit Position

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

DESCRIPTION:
Under general direction of the Maintenance Manager, performs the full range of maintenance and repair duties, including operation, maintenance and repair of equipment such as automobiles, heavy and light-duty trucks (gas and diesel), off-road equipment, backhoes, boom trucks, dump trucks, mobile cranes, skid steers, dozers, forklifts, aerial lifts, various types of boats and small-engine powered equipment.

DISTINGUISHING CHARACTERISTICS:
The Heavy Equipment Mechanic is a journey-level technical classification. Employees at this level receive only occasional instruction or assistance as new, unusual or unique situations arise, and are fully aware of the operating procedures and policies within the work unit. The Heavy Equipment Mechanic must perform his/her duties in a manner that reflects positively on the Yuba Water Agency, supports a strong safety culture and meets the missions of the agency of flood control, water supply, fishery enhancement, recreation and hydroelectric generation.

EXAMPLES OF ESSENTIAL DUTIES:
This class description lists the major duties and requirements of the job and is not all-inclusive. Not all duties are necessarily performed by each incumbent. Incumbents may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills to perform other duties as assigned.

- Inspect, diagnose and perform all levels of repairs, from minor to major, on both gasoline and diesel engine powered vehicles, including electrical systems, fuel and cooling systems, powertrains pneumatic and hydraulic brake systems, hydraulic systems, steering systems, power take-off equipment, air conditioning systems, fuel injection and carburation, ignition and electrical systems, transmissions and drivetrain.
- Perform regular maintenance, repairs and service to agency marine fleet.
- Perform preventative maintenance on off-road equipment, heavy trucks, automobiles and other small equipment.
- Read and interpret manuals, drawings, and specifications related to equipment and automotive repair; estimate labor, material and equipment repair needs and specific parts required to complete assignments.
- Perform minor fabrication of metalwork, including the ability to cut, grind and use welding equipment to fabricate and repair damaged equipment or create new components for the addition of various upgrades.
- Operates and maintains tools, machinery and automotive diagnostic equipment used in the repair and maintenance of the agency’s fleet.
- Evaluates services and repairs needed to determine cost-effectiveness of in-house repairs versus subcontracting work out.
- Make oral and written reports of work performed; complete forms and maintain accurate maintenance records in a maintenance management system.
- Track upcoming maintenance needs and coordinate service with drivers in a manner to ensure proper planning and coordination to avoid disruptions in workflow.
- Assist in work within powerhouses and outlying facilities as needed.
- Driving vehicles in adverse weather conditions (e.g., heavy rain, snow, ice); installing snow chains; clearing fallen trees (including operating chain saws) from roadways and facilities.
- Comply with all agency equipment and safety policies and procedures, and California Occupational Safety and Health Administration (Cal/OSHA) rules and regulations.
- Builds and maintains positive working relationships with co-workers, other agency employees, government entities, vendors and the public using principles of good customer service.
- Regular attendance and adherence to prescribed work schedule to conduct job responsibilities.
- Performs other related duties as required.
KNOWLEDGE OF:

- Principles, practices and methodologies of fleet servicing, preventative maintenance and basic repair principles and practices.
- Applicable laws, codes, and regulations surrounding fleet maintenance (BIT, SMOG, etc.).
- Business arithmetic and shop mathematics.
- Record keeping and practices for documenting maintenance activities with the ability to maintain accurate records and files.
- First aid and safe work practices.
- The structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar; principles and practices of business correspondence and technical report preparation.

SKILLED IN:

- Utilization of computerized maintenance management systems (CMMS) or similar maintenance software.
- Best practices in the use of email and software such as MS Office and Excel.
- Organize work, set priorities, meet critical deadlines, and follow up on assignments with minimal direction.
- Quality decision making that shows initiative and good judgement in resolving issues.
- Identifying deficiencies and making suggestions for improvement.
- Troubleshooting complex diagnostic issues.
- Follow best practices when utilizing tools and equipment in the course of work.

ABILITY TO:

- Analyze equipment and system problems and develop appropriate solutions.
- Read and interpret fleet manuals and drawings.
- Operates a variety of tools and equipment including, but not limited to, power hand tools, forklifts, welding equipment, air compressor, small cranes, lifting devices, aerial lift, backhoe, loader, road grader, dump truck, boom truck, crane truck and a variety of boats.
- Follow and recommend new agency policies and procedures
- Define problems, collect data, establish facts and draw valid conclusions.
- Maintain complete and accurate records.
- Support required air quality and hazardous waste procedures and required reporting.
- Identify hazards in the workplace and prepare a Job Hazard Analysis (JHA).
- Work independently with minimal direct supervision, at times in remote locations, using initiative and independent judgment within the appropriate supervisory guidelines.
- Understand oral and written instructions and directions, work orders, technical reports and operating procedures, repair manuals, safety manuals, correspondence, reports and memos.
- Listen, seek to understand and clarify questions with customers.
- Communicate clearly and concisely, both oral and written, relate cooperatively and tactfully with members of the public, vendors, and agency personnel.
PHYSICAL DEMANDS AND WORKING ENVIRONMENT:
The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed in both inside and field settings, with some travel from site to site, with all types of weather and temperature conditions; exposure to noise, dirt, dust, traffic, electrical energy, and high voltage; may work irregular hours; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain; frequent opportunity and requirements to interact with the general public and property owners, contractors, suppliers and state, federal, county and other public agencies.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting and in a field environment; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; walk on uneven terrain, loose soil, and sloped surfaces; to lift, carry, push, and/or pull light to moderate amounts of weight, up to but not limited to 50 pounds, in accordance with safe working practices; if lifting more than 50 pounds use two or more people to lift load; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; to travel to other locations; to operate equipment and vehicles, and to verbally communicate to exchange information. Must be able to climb ladders, climb multiple flights of stairs; have dexterity to climb in and out of, and ability to work in close quarters. Requires the use of safety hats, belts, harnesses, face guards, safety glasses and goggles, safety shoes, protective clothing including Arc Flash/FR clothing, ear protection and other safety equipment, where necessary.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

MINIMUM QUALIFICATIONS:
The minimum and preferred requirements are listed below. While the following requirements outline the minimum qualifications, the Agency reserves the right to select applicants for further consideration who demonstrate the best qualifications and match for the job. Meeting the minimum qualifications does not guarantee further participation in the selection process.

Education/Training:
Graduation from high school or equivalent. Completion of apprenticeship or journey-level certificate program regarding hydraulics, brakes, ignition, smog systems, air conditioning, vehicle/equipment electrical systems, carburation, fuel injection, transmissions and diesel engines. Certification from a technical school training program or Associates Degree in automotive, heavy equipment or off-road equipment mechanics preferred.

Experience:
Five years of journey-level experience. Proven experience in performing shop functions to support a robust fleet of various types of vehicles, equipment and boats. Experience working with a fleet of greater than 20 vehicles preferred.

License or Certificate:
Possession of, and ability to maintain, a valid California Class A Driver License and acceptable driving record.

SPECIAL REQUIREMENTS: This position is subject to call out at any time and must reside close enough to travel to Colgate Powerhouse within one hour.

This position is required to register with the Clearinghouse through Federal Motor Carrier Safety Administration (FMCSA) and participate in the random drug testing program, as required by Department of Transportation (DOT).

POST OFFER/PRE-EMPLOYMENT PHYSICAL:
Employment is subject to passing a physical examination, including a drug test, and a pre-employment background check.
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