



**Position Description**  
**MECHANIC/STREET EQUIPMENT OPERATOR III**

**Department:** Public Works

**Reports To:** Public Works Director

**FLSA:** Non-exempt

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**Purpose of Position**

Under general supervision of the Street department supervisor, performs diagnostic and repair work on all City vehicles, construction and maintenance equipment. Performs manual labor and semi-skilled and skilled work often involving the operation of light, medium and heavy construction and maintenance equipment. Performs related work as required.

**Essential Duties and Responsibilities**

**The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- Performs all duties of Equipment Operator I, II, and III.
- Diagnoses and repairs and/or rebuilds mechanical, electrical and hydraulic problems with City equipment; removes, repairs, overhauls and installs gasoline and diesel powered engines.
- Maintains records of all City equipment.
- Orders parts and supplies.
- Maintains sufficient inventory of parts; requisitions parts, tools, and supplies as necessary. Creates specs for new equipment.
- Performs manual labor in the repair and construction of streets.
- Operates sewer jet, rodder and vacuum to clean sanitary and storm sewers.
- Loads and unloads heavy objects and materials as needed.
- Performs cleaning and maintenance of shop area.
- Notifies Street Department Supervisor of items needing attention within the City.
- Must be able to operate heavy equipment in a safe manner to move equipment for repair and maintenance.
- Assist other City departments as directed and/or required.
- Maintains detailed operational logs on a daily basis.

**Additional Tasks and Responsibilities**

**While the following tasks are necessary for the work of the unit, they are not an essential part of the purpose of this position and may also be performed by other unit members.**

- Helps install and remove snow fence and holiday decorations.
- Repairs, replaces, and maintains street signs and markers.
- Mows weeds, cuts brush, trims trees and cleans up site by raking and hauling to the landfill; trims trees and brush along roads, alleys and railroad tracks. Plows snow.
- Assists with building maintenance, such as painting, shingling, weatherizing and other miscellaneous repairs.
- Performs other duties as apparent or assigned.

**Minimum Education or Experience Required**

Four to five years related experience and/or training, or bachelor's degree from a four-year college or university; or equivalent combination of education and experience. Training and/or experience in automotive, diesel, and heavy equipment mechanics.

#### **Preferred Education or Experience Required**

Five to six years related experience and/or training, or bachelor's degree from a four-year college or university and one to two years related experience and/or training; or equivalent combination of education and experience.

#### **Other Requirements – Certificates/Licensures**

- Class B Commercial Driver's License with tanker and air brake endorsements.
- Valid Herbicide and Pesticide core category 6 and 7D Certification.
- Reside within five miles of the maintenance shop within the first six months of employment.

#### **Knowledge, Skills, Abilities**

- Ability to follow written, verbal or diagrammatic instructions.
- Ability to perform simple addition and subtraction, copy figures, count, and record numbers.
- Ability to read and write identifying information; request supplies verbally or in writing.
- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.
- Ability to utilize a wide variety of descriptive data and information such as safety regulations, equipment maintenance records, maps, construction sheets, and equipment operating and maintenance manuals.
- Ability to guide co-workers and provide direction and training.
- Exhibit a high level of competency in the safe operation of light, medium and heavy construction equipment; must safely operate equipment with high efficiency and with accuracy, and be able to train others on the equipment's operation.
- Exhibit sufficient knowledge of light, medium and heavy construction and maintenance equipment to be able to perform minor repairs and/or service on it.
- Ability to perform manual labor for extended periods of time, often in inclement weather.
- Ability to use a mobile radio and a telephone.
- Knowledge of traffic laws and regulations involved in equipment operation.
- Knowledge of occupational hazards and safety precautions associated with the operation of tools and equipment.
- Takes phone messages. Listens to public concerns and forwards to proper authorities.
- Ability to work well independently and take responsibility for following previously outlined procedures to their logical end.
- Ability to operate equipment and materials required for position.
- Ability to pass drug screening.
- Ability to reliably and predictably carry out duties.

#### **Equipment and Materials Used**

Truck and attachments, tractor, mower, grader, backhoe, loader, street sweeper, air compressor, electrical welding equipment, pumps, drill press, saws, grinder, ladder, generator, chains, extension cords, measuring equipment, jackhammer, sledgehammer, pick-axe, winch, hoses, oils, forklift, concrete and asphalt tools, hydraulic tools, traffic control equipment, calculator, telephone, mobile radio, MSDS documentation, DNR rules, and Code of Iowa.

### **Supervision**

None.

### **Physical Demands**

The physical demands described here 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 functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel, and reach with hands and arms. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl, and talk or hear. The employee regularly lifts and/or move up 25 pounds, and will occasionally lift and/or move up to 50 pounds with or without assistance. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

### **Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to toxic or caustic chemicals. The employee is regularly exposed to moving mechanical parts and fumes, or airborne particles. The employee is regularly exposed to outside weather conditions; risk of electrical shock, dampness, direct sunlight, dust, pollen, insect stings, and animals. The noise level in the work environment is usually loud. The worker is also exposed to awkward or confining workspace, darkness or poor lighting, working on uneven ground, mechanical hazards, chemical hazards, and traffic hazards. Position responds to emergencies after hours and weekends.

The City of Nevada is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act as Amended, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

I have read and understand the duties of this job description and, by signing below, I agree that I can perform the duties of this position with or without reasonable accommodation.

Employee

Date

Department Head

Date

City Administrator

Date