



JOB DESCRIPTION

Position Title: <u>Mechanic</u>	Department: <u>Operations – Maintenance</u>
FLSA Status: <u>Non-Exempt (Hourly)</u>	Reports To: <u>Shop Manager</u>
Effective Date: <u>November 2019</u>	Working Status: <u>Full Time</u>

Job Summary:

Repair and diagnosis of major components or remove/replace major components of various truck and trailer equipment at the direction of the Equipment and Maintenance Manager. Expectations include the ability to diagnose and repair the following with little or no supervision: clutches, PTO systems, electric systems, hydraulic/air brake systems, heating/air conditioning systems, instruments and gauges, and preventative maintenance service.

Job Responsibilities:

- Advance LCSWMA's mission, philosophy, and commitment to the community by embracing these values and demonstrating them in your everyday activities.
- Coordinate work orders with repair slips to be sure that required tasks are completed.
- Coordinate and schedule all equipment services and repairs with Equipment and Maintenance Manager in order to not interfere with normal operations.
- List materials used and time spent on work orders to maintain records of repairs and fabrications.
- Ensure the proper equipment and supplies are available for performance of all daily activities.
- Communicate to the Equipment and Maintenance Manager any equipment problems or needs for parts and/or supplies.
- Assist facility maintenance personnel in order for them to adhere to operational requirements and perform their jobs.
- Demonstrate proficiency in the repair and diagnosis of engines (gas, diesel, CNG), power train, transmissions, clutches, drive shafts, PTOs and suspensions, electrical systems including starters and alternators, HVAC systems, steering systems, electronic systems, brake systems, etc.
- Perform all levels of preventative maintenance services on truck and trailer equipment as well as heavy equipment (rubber tire loader, skid steer, hydraulic excavator, backhoe, lawn mowers, pickup trucks, etc).
- Maintain work area appearance and safety.
- Make decisions and display problem solving skills.
- Operate and maintain the various types of equipment and vehicles used at all LCSWMA facilities.
- Perform necessary welding repairs on all LCSWMA equipment.
- Fabricates requested parts, equipment, and supplies to fulfill the needs of various LCSWMA facilities and departments.
- Perform all work in a safe, effective, and reliable manner.
- Use personal protective equipment required for position.
- Complete State Inspections on LCSWMA vehicles.
- Monitor tire wear and assist drivers with choosing and changing tires.
- Inspect and pull tires for capping.
- Help with snow removal for safe operation of Transfer Station Complex.
- Support a culture of safety by performing all responsibilities in accordance with LCSWMA safety policies and procedures and take a proactive approach to ensure a safe working environment for employees and customers.
- Perform all work within Environmental Management System policies in order to comply with procedures.



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Education, Training or Certification:

- High school diploma or acceptable equivalent with 2-4 years of practical experience with tractor trailer maintenance.
- Vocational/Technical or ASE certification preferred (T1-T8).
- Knowledge of LCSWMA Rules and Regulations and waste disposal procedures required by LCSWMA.
- The ability to acquire and maintain a Class A Pennsylvania Commercial Driver's License (CDL) and PA Class 7 Inspection Certification.

Technical Competencies:

- Fluently speak, read, and write in English.
- Basic math, reading, and writing comprehension.
- Hear and communicate accurately and courteously via telephone, two-way radio, and in person
- Welding experience and knowledge.
- Effectively handle stressful situations.

Work Environment and Physical Demands:

- Employees in this position normally perform the work inside. However, when there are breakdowns, work will be performed at the site of the breakdown, which may involve working in the area of moving traffic and inclement outdoor conditions.
- Exposure to weather extremes, exhaust fumes, chemical fumes, acid, oil, grease, high noise levels, and hazardous materials and equipment. Hazards may be reduced through the exercise of safety precautions.
- Occasionally lift, pull, drag and carry up to 150 lbs.
- Endure physical demands of the position, including climbing ladders, working at heights up to 60 feet, long periods of standing and walking, and repetitive arm and hand movements.
- Working in cramped areas and contorted positions as needed.

Equipment Used:

- Broom/mop/shovel
- Tools (hand, electric and air)
- Volt meter, A/C equipment
- Welder, acetylene torch
- Tow motors, hydraulic jacks, scissor lift, boom lift
- Plasma cutter
- Safety equipment (gloves, face shield, glasses, etc.)

Work Hours:

Day shift, 40+ hours per week, but those hours may vary depending on workload, special projects and emergency situations to be determined by Equipment and Maintenance Manager.

Behavioral Competencies:

- **Teamwork and Collaboration:** Works cooperatively as part of a team and collaboratively with peers, internally and externally. Specifically, cooperates; for example, supporting team decisions.



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I have read and understand the above position description. This job description is not intended to be, and should not be construed as, an all-inclusive list of responsibilities, skills efforts or working conditions associated with the position. I understand that it does not constitute an employment contract, that my employment is at-will for an indefinite period of time, and that the organization may change wages, benefits, conditions and responsibilities at any time.

Employee Name: _____ **Signature:** _____ **Date:** _____

Manager Name: _____ **Signature:** _____ **Date:** _____