



## JOB DESCRIPTION

**Position Title:** Mechanic                      **Department:** Operations – Maintenance  
**FLSA Status:** Non-Exempt (Hourly)                      **Reports To:** Shop Manager  
**Effective Date:** November 2020                      **Working Status:** Full Time

**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.
- 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.
- 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 all work in a safe, effective, and reliable manner.
- Use personal protective equipment required for position.
- Monitor tire wear and assist drivers with choosing and changing tires.
- Inspect and pull tires for capping.

**Education, Training or Certification:**

- High school diploma or acceptable equivalent with 2-4 years of practical experience with tractor trailer maintenance.
- Knowledge of LCSWMA Rules and Regulations and waste disposal procedures required by LCSWMA.

*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:** \_\_\_\_\_