



JOB OPENING

Troup County Government

Position: Mechanic	Dept: County Shop	Salary: \$ 15.33/Hr
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Under general supervision this position is responsible for participating in the mechanical repair and maintenance of county vehicles and equipment.

The qualified candidate will have:

- ⇒ High school diploma or GED and current, valid driver's license
- ⇒ Be at least 18 years of age
- ⇒ Knowledge of the methods, tools and equipment utilized in the repair and maintenance of a wide variety of vehicles and equipment
- ⇒ Knowledge of Department and County policies and procedures
- ⇒ Knowledge of work safety principles and of preventive maintenance schedules
- ⇒ Knowledge of computers and job-related software programs
- ⇒ Skills in the operation of a variety of vehicles and equipment
- ⇒ Skills in the diagnosis and repair of a variety of vehicles and equipment
- ⇒ Skills in prioritizing, planning and problem solving
- ⇒ Skills in written, verbal and interpersonal communication

Essential duties and responsibilities include the following:

- ⇒ Performs engine, exhaust, electrical, brake, hydraulic, HVAC, transmission and other system repairs on a variety of vehicles and equipment
- ⇒ Performs scheduled preventative maintenance functions including checking the condition of and operations of batteries, tires, lights, transmissions, exhaust systems, brakes, etc.
- ⇒ Performs a variety of engine diagnostic procedures
- ⇒ Performs emergency roadside repairs on vehicles as required; troubleshoots vehicle/equipment failures at job sites
- ⇒ Completes required paperwork related to work orders and purchases requests
- ⇒ Maintains shop equipment and assigned tools
- ⇒ Delivers vehicles and equipment to the dealer for repairs
- ⇒ Performs small engine repairs
- ⇒ Maintains the shop and performs housekeeping duties
- ⇒ Performs all other related duties as assigned

A supervisor reviews work assignments and gives specific instructions and assistance when guidance is needed.

Applications will be accepted Until Filled on Troup County's website @ www.troupcountyga.org.

Job #: 07112017 Mechanic

Grade: 14

Valerie P. Heard

Valerie P. Heard, Human Resources Director

Tod Tentler

Tod Tentler, County Manager

Troup County is an Equal Opportunity Employer - Drug Free and Tobacco Free Workplace