

Job Description: WELDER/MECHANIC (PARKS)

CLASS NO. 2612

EEOC CATEGORY: Skilled Craft Workers

PAY GROUP: 16

FLSA: Nonexempt

SUMMARY OF POSITION

Performs assigned repairs and preventive maintenance on Parks and Recreation vehicles and equipment; orders repair parts as directed; and ferries vehicles or equipment to and from workshop. Perform general repair and fabrication welding tasks on department equipment and maintains a clean, well-organized work area to ensure safe and efficient working conditions.

ORGANIZATIONAL RELATIONSHIPS

1. **Reports to:** Parks Superintendent
2. **Directs:** This is a non-supervisory position
3. **Other:** Has regular contact with other department employees and has occasional contact with private parties, vendors and maintenance contractors.

EXAMPLES OF WORK

Essential Duties*

Performs tune-ups, oil changes, battery checks, tire and lubrication checks, and other preventive maintenance on mechanical equipment such as trucks, tractors, mowers, weed eaters, chain saws, etc.;

Tears down, rebuilds, and overhauls major vehicle and equipment components including engines, transmissions, clutches, rear ends, etc;

Uses hand tools, drills, impact tools, cutting torches, hydraulic presses, and such other tools and equipment as may be necessary to perform required maintenance and repair tasks;

Orders and picks up required repair parts or equipment as directed; and

Operates vehicles and equipment to support Parks Dept. work projects or to ferry vehicles and equipment to and from workshop.

Performs general welding fabrication and repairs on department equipment as directed;

Operates welding machines, hand and bench grinders, cutting torches, and related safety equipment in performing welding repair and fabrication tasks;

*For the purpose of compliance with the Americans with Disabilities Act (ADA)
This job description does not take into account potential reasonable accommodations.
Created and Approved CC 2/9/2016

CLASS NO. 2612 (Continued)

Maintains clean and well-organized welding shop to ensure safe and efficient working conditions;

Other Important Duties*

Performs such other related duties as may be assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of: safe operation and repair practices and techniques for gasoline, diesel, and mechanical equipment. Plate welding and welding fabrication practices and techniques; and the safe use of welding equipment

Skill/Ability to: understand and follow instructions; perform a wide variety of mechanical repairs on many types of vehicles and equipment; work with a variety of hand and power tools; analyze mechanical problems and make judgments concerning the type of repair needed; tolerate unfavorable working conditions, including exposure to high temperatures and loud noises; private maintenance contractors, and parts vendors; and maintain Texas driver's license applicable to job responsibilities and good driving record; perform welding repair and fabrication tasks as directed; safely and effectively operate hand and bench grinders, welding machines, and cutting torches; tolerate outside working conditions, including exposure to adverse weather conditions; understand and follow instructions; and establish and maintain effective working relationships with co-workers.

ACCEPTABLE TRAINING AND EXPERIENCE

High school diploma, or its equivalent, plus at least two years of experience in general automotive and heavy equipment repair; at least two years of welding work experience;

or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

CERTIFICATES AND LICENSES REQUIRED

Appropriate Texas driver's license.