

<b>Position:</b>	Small Engine Equipment Mechanic		
<b>Department/Site:</b>	Custodial	<b>Salary Grade:</b>	13
<b>Reports to/Evaluated by:</b>	Supervisor of Custodial Services	<b>Salary Schedule:</b>	Classified Operations

**SUMMARY**

Performs a variety of skilled work in the maintenance and repair of District Custodial equipment.

**NATURE AND SCOPE**

This is skilled mechanical repair work performing a wide variety of duties associated with the maintenance of gasoline, diesel, hydraulic and electrical systems on various types of Custodial Department equipment. Employees are required to have a considerable command of equipment systems and parts and are expected to independently inspect, diagnose and repair mechanical problems using electrical and mechanical testing equipment, hand tools and a variety of power tools. Employees of this class will have considerable amount of contact with the operators of the equipment to determine the nature and extent of mechanical problem to be repaired. Employees of this class are responsible for all mechanical repairs on assigned equipment.

**DISTINGUISHING CHARACTERISTICS**

This is a specialized class and not part of a series. Working conditions include restricted movement, dirty environment, noise, lifting and carrying heavy objects. Competency in maintaining and repairing of small machines and electric motors.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Overhauls, troubleshoots, and repairs( 1 -2 cylinders) gas, diesel, propane and electric engines, gear boxes, clutches, pumps and hydraulic systems, riding and walk behind auto scrubbers, gas and electric blowers, compressors, vacuums, cold and hot pressure washers, power tools, carpet extractors, rotary scrubbing machines, circuit boards and other equipment.
- Performs preventative maintenance by changing oil, scrapping and cleaning units and parts, liberating, replacing worn parts and adjusting aforementioned equipment.
- Maintains inventory and appropriate records.
- Requisitions and purchases replacement parts.
- Operates diagnostic electronic equipment for checking charging systems, braking systems, electronic ignition, emissions control systems and electronic management systems, computer panels and able to read schematics.
- Performs arc and gas welding and fabrication of unique Custodial equipment.
- Performs tune-ups, repairs brake systems, electrical and electronic ignition systems; trouble shoots

electronic systems failures in starters and charging systems.

- Trains and assists other staff in the operation and the performance of preventive maintenance and minor mechanical repairs as required.
- Make emergency repairs to equipment in the field.
- Operates common power and hand tools in making and repairing parts
- Performs other duties as assigned that support the overall objective of the position.

## **QUALIFICATIONS**

**Knowledge and Skills:** Requires knowledge of equipment preventive maintenance, including methods and practices for lubricating and servicing equipment. Requires knowledge of operation and use of a variety of maintenance tools and equipment. Knowledge of electricity and its components as it is related to equipment and machinery. Knowledge of and/or the ability to learn about occupational hazards and safety precautions. Knowledge of the operation/repair as related to pumps, controls and small transmissions. Requires knowledge in reading and interpreting schematics and operating manuals. Requires the ability to understand written and oral instruction.

**Abilities:** Requires the ability to clean, lubricate and service equipment. Requires knowledge of and ability to operate maintenance tools safely and effectively. Must be able to establish and maintain effective working relationships with those contacted in the course of work. Ability to maintain accurate, complete and timely records for repair work performed.

**Physical Abilities:** Requires the ability to stand, walk and manipulate (lift, carry, move) light to medium weight of 10 – 50 pounds. May climb (eg ladders), stoop, kneel and crouch. Requires good hand-eye coordination, hand and finger dexterity including ability to grasp and visual acuity to operate equipment and read technical and safety information.

**Education and Experience:** High School diploma or equivalent required. Minimum of 2 years of experience performing a variety of basic maintenance and repair of all types of custodial equipment.

**Licenses and Certificates:** Requires a valid California Driver's License

**Working Conditions:** Shop environment, subject to regular exposure to fumes, dust and odors. Noise from equipment operation and driving work vehicle to various facilities.