

JOB DESCRIPTION

Job Title: Fleet Mechanic I
Reports To: Fleet Manager
FLSA Status: Non-Exempt
Department: Operations Department
Date: May 2, 2024

Salary: To be determined based on experience

Summary:

Perform daily maintenance, preventive maintenance, and repair operations on Aqua's vehicle and equipment fleet.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- Assist with and perform skilled and semi-skilled work related to maintaining, inspecting, and repairing vehicles and other mechanical and emergency equipment, including oil changes, tire repairs, etc.
- Perform diagnostic tests on vehicles and other mechanical equipment as appropriate.
- Conduct work related to maintaining, inspecting, repairing, and replacing worn or broken equipment as well as vehicle parts, truck parts, and emergency equipment add-ons.
- Diagnose, repair, and install hydraulic pumps, motors, valve bodies, and other systems that operate steering, brakes, transmissions and clutches.
- Pick-up and deliver parts, supplies, etc. as required for maintenance and repair activities.
- Perform a variety of welding work.
- Maintain shop and repair records and logs.
- Assist the field crews and electricians in various activities as needed.
- Respond to emergency calls for service after hours as necessary.
- Perform other tasks as designated by supervisory personnel.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education/Experience:

High school diploma or general education degree (GED); one (1) to three (3) years' experience in a fleet or retail mechanic position; or equivalent combination of education and experience.

Language Ability:

Ability to read, analyze, and interpret common technical journals, written procedures, and instruction manuals. Ability to write routine reports and correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and company employees.

Math Ability:

Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

Reasoning Ability:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Computer Skills:

Work Order Processing, Word Processing, Excel, E-Mail, Internet Software.

Other Knowledge, Skills, & Abilities:

Ability to operate hand and power tools.

Certificates and Licenses:

Any ASE Certifications in Automobile & Light Truck A1 to A9 and/or Medium-Heavy Truck T2 to T8, and a valid State of Texas Driver's License.

Supervisory Responsibilities:

This position has no supervisory responsibilities.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to fumes or airborne particles, and outdoor weather conditions. The employee is frequently exposed to work near moving mechanical parts; toxic or caustic chemicals; biological hazards; risk of electrical shock; and vibration. The employee is occasionally exposed to work in high, precarious places. The noise level in the work environment is usually moderate.

Physical Demands:

The described physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly uses hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee is frequently required to walk, stand, sit and stoop, kneel, crouch, or crawl. The employee is occasionally required to climb or balance and taste or smell. The employee may regularly lift and/or move up to 100 pounds.

Specific vision abilities required by this job include close vision, distance vision, depth perception, and ability to adjust focus.