

**CITY OF STUART
JOB DESCRIPTION**

Title: SENIOR MAINTENANCE MECHANIC
Department: Public Works Turf and Grounds Team
Job Code: 8060
Grade: I09
Exempt status: Non-Exempt *Safety Sensitive Position*

CHARACTERISTICS OF THE CLASS

Under the general supervision of the Operations Coordinator or team leader, incumbent is responsible for the maintenance and repair of buildings, structures, equipment, machinery, pipes, etc. Responsibilities include assuring the efficient and safe mechanical and electrical operation of machinery and equipment, assisting in the installation of new equipment, and repairing and maintaining equipment. *This is a safety-sensitive position requiring screening for illegal substance and alcohol use.* Work is reviewed through observation and completed work orders for results obtained.

EXAMPLES OF ESSENTIAL FUNCTIONS

1. Installs new and repairs existing irrigation systems.
2. Maintains facilities and area including but not limited to grounds, equipment and structures, replaces bearings, broken valves, leaky pipes, and faulty faucets, inspects, repairs, services, paints, and maintains structures, pumps, wells, motors and equipment.
3. Operates heavy equipment, standard and specialized hand and power tools.
4. Acts as Safety Officer and performs monthly, quarterly and annual inspections of playground equipment.
5. Coordinates and administers the assigned Mangrove Program; supervises the tree maintenance crew.
6. Researches and maintains maintenance and service records, work orders completed and tools used records.
7. Performs plumbing, masonry and carpentry in the maintenance of plant, equipment, pavilions, pump houses, benches and other minor structures.
8. Assist other divisions and other personnel as required.
9. Erects, repairs fences enclosures, sports facilities, etc.

Senior Maintenance Mechanic Turf and Grounds Team - continued

NOTE: The examples of essential functions as listed in this classification specification are not necessarily descriptive of any one position in the class. The omission of an essential function of work does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

REQUIREMENTS

A. Training and Experience:

High School Diploma or GED; supplemented by two (2) years experience in electrical and mechanical maintenance and repair; or an equivalent combination of training and experience. Basic computer knowledge preferred. Prefer ability to obtain Playground Safety Inspector Certification within 180 days from date of employment.

Must possess valid Florida Commercial Drivers License (CDL), Class "B".

B. Knowledge, Abilities and Skills:

Knowledge of proper care and maintenance of trees, shrubs, grounds and recreational facilities.

Knowledge of federal, state, local guidelines, policies, procedures and regulations regarding water and wastewater treatment plants and equipment.

Knowledge of the occupational hazards and safety precautions associated with the trade.

Ability to diagnose problems and perform routine and complex maintenance and repairs on related equipment.

Ability to delegate job assignments and supervise teams and coordinate with Team Leader and Operations Coordinator.

Ability to represent the teams at meeting and special functions.

Ability to maintain accurate records and prepare reports.

Ability to communicate effectively, orally and in writing.

Ability to read and interpret mechanical drawings.

Ability to establish and maintain effective working relationships with other employees and superiors.

Skill in the use of standard and specialized hand and power tools.

Skill in carpentry, electrical, plumbing, and masonry.

C. Physical Requirements:

Task involves the regular, and at times sustained, performance of heavier physical tasks such as walking over rough or uneven surfaces, bending, kneeling, stooping, working in confined spaces, stretching, reaching and lifting or carrying moderately heavy (25-50 pound) items and occasionally very heavy (100 pounds or over) items; Tasks involve the frequent use of eye hand coordination and manipulative skills in performing a variety of tasks with the full range of hand and power tools and shop equipment; or the skilled and complex operation of heavy equipment calling for adherence to exacting standards of depth, grade, dimensions, and contours.

D. Environmental Requirements:

Task requires that work be performed in adverse environmental conditions.

E. Sensory Requirements:

Task requires color perception and discrimination.
Task requires sound perception and discrimination.
Task requires odor perception and discrimination.
Task requires depth perception and discrimination.
Task requires texture perception and discrimination.
Task requires visual perception and discrimination.
Task requires oral communications ability.

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Approved: _____ Date: _____
Human Resources Director

Approved: _____ Date: _____
Public Works Director

Received by: _____ Date: _____
Employee