

# **CALHOUN COUNTY ROAD DEPARTMENT**

## **Job Vacancy Announcement**

**Job Title:** Lead Mechanic

**Closing Date:** Open until filled

**Salary:** \$20.00 per hour

### **GENERAL SUMMARY**

The lead mechanic position is responsible to trouble shoot, repair and perform preventative maintenance on all types of vehicles/equipment and hand tools. Repairs shall be made in a safe, cost effective and time efficient manner. The lead mechanic must have practical knowledge of all types of machinery and tools. The lead mechanic must have solid judgment and a good understanding of the possible consequences of the work they perform. The lead mechanic will be responsible in conjunction with the Superintendent to evaluate and prioritize work.

### **RESPONSIBILITIES**

1. Comply with safety and operating procedures and guidelines.
2. Maintain a clean and safe work environment.
3. Must be able to operate all types of vehicles, equipment and tools.
4. Must be able to perform minor and major repairs on all types of equipment, including but not limited to, all vehicles, trailers, power operated equipment as well as hand tools.
5. Will be responsible for maintaining accurate maintenance and repair records.
6. Perform any and all duties as directed or assigned by the Superintendent.

### **KEY COMPETENCIES**

1. Must have thorough knowledge and experience with but not limited to: hydraulic systems, gas engines, diesel engines, electrical systems, drive trains and various hand tools.
2. Must have basic reading and writing skills.
3. Must be able to add, subtract, multiply and divide.
4. Must have knowledge and ability to prioritize job tasks.
5. Must be able to work independently.
6. Must hold a current commercial driver's license (CDL) or retain within six (6) months.
7. Perform all other duties as apparent or assigned by supervisor.

### **WORK CONDITIONS**

1. Regular and punctual attendance is an essential function of this position.
2. May be required to travel to a location to do work in varying weather conditions and be able to work inside or outside.

3. Be available to work before or after regularly scheduled work hours during emergency conditions.
4. May be required to handle and perform work safely and efficiently through and during stressful situations.

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS IS A DRUG FREE WORKPLACE AND AN  
EQUAL OPPORTUNITY EMPLOYER.**

**Apply through CareerSource Chipola, due to the COVID-19 Pandemic you will have to call to make an  
appointment with the Marianna Office at (850) 633-4419.**