

City of Truth or Consequences Human Resources Office		
PH:(575)740-7554	505 Sims Street	FAX: (575) 894-0363
EXT: 314	Truth or Consequences, NM 87901	www.torcnm.org

JOB ADVERTISEMENT

FLEET MECHANIC II

The City of Truth or Consequences has an opening for the position of **FLEET MECHANIC II** under the **FLEET DEPARTMENT**.

See Job Description for full requirements and representative duties.

Pay rate commensurate with qualifications and experience, plus benefits

Application and Job Descriptions are available from the City's Human Resources Office, 505 Sims Street, T or C., NM 87901, tel. # 575-740-7554 ext. 314 fax # 575-894-0363. **Deadline for applications to be returned to City's HR Office is January 10, 2025 extended 02/07/2025**

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 December 26, 2024
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 February 6, 2025

POSTED: City's Website 12/23/2024
 Indeed.com 12/23/2024

City of Truth or Consequences

Human Resources Office

505 Sims Street

Phone: (575) 740-7554 Truth or Consequences, NM 87901 Fax (575) 894-6690

POSITION DESCRIPTION

Class Title: **MECHANIC II**

Status: Classified

Department: FLEET MAINTENANCE

DIVISION:

GENERAL PURPOSE:

Performs semi-skilled and skilled work in maintaining the vehicles and mechanical equipment of the city.

SUPERVISION RECEIVED:

Works under the supervision of the Fleet Maintenance Assistant /Master Mechanic and/or the Fleet Maintenance Director.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- 1) Plans and carries out repair schedules for all vehicles and mechanical equipment, either personally or through outside vendors.
- 2) Performs inventory control and restocking.
- 3) Operates a variety of diagnostic instruments and a variety of hand, electric and pneumatic tools.
- 4) Performs major and complex tests, services and repairs vehicles and mechanical equipment.
- 5) Inspects, adjusts and replaces necessary parts in the performance of repair and maintenance work.
- 6) Performs major repairs brake, engine, electrical, fuel, hydraulic, transmission, ignition, air, exhaust, axle assemblies and related systems.
- 7) Cuts and welds metal.
- 8) Changes and/or repairs tires and spin balances tires.
- 9) Performs complex inspections of vehicles and mechanical systems to determine the most cost-effective means of maintenance, repair or replacement.
- 11) Provides field assistance to disabled equipment as needed and appropriate.
- 12) Maintains maintenance of vehicles and mechanical equipment for the City only.
- 13) Trains lower level mechanics in more complex maintenance & respective duties.
- 14) Performs after hours repairs on vehicles and equipment as required.
- 15) Performs other duties as assigned.

The above information in this job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties and responsibilities required of all employees assigned to this job.

MINIMUM QUALIFICATION:

Education and Experience:

- A) High school diploma or GED equivalent.
- B) Diesel Mechanics Trade School or three (3) years or diesel/heavy equipment mechanical experience.

Knowledge, Skills and Abilities:

- A) Knowledge of automotive mechanics; Knowledge of gas and diesel engines, transmissions, hydraulics, generators and welding; price trends; working knowledge of the hazards and safety precautions common to municipal maintenance and repair activities; working knowledge of the practices, methods, materials and tools used in modern equipment maintenance.
- B) Skills in operation of listed tools and equipment.
- C) Ability to establish and maintain an effective maintenance program, and ability to carry out and assign projects for their completion.
- D) Ability to read, writes, and communicates effectively in English.
- E) Ability to establish and maintain effective working relationships with employees, supervisors, vendors and the public.
- F) Ability to perform moderate to heavy physical work.

Requirements/ Certifications/ Licenses:

- 1) Valid New Mexico Class "B" CDL.
- 2) Must successfully pass the pre-employment drug test.

EQUIPMENT, TOOLS, AND MATERIALS:

- 1) A variety of diagnostic instruments and a variety of hand, electric and pneumatic tools for vehicle and mechanical system work; mechanics tools including jacks, hydraulic lift, air tools, and other tools required for repairs and routine maintenance of motorized vehicles and electronic vehicles diagnostic equipment.
- 2) Personal computer, calculator, phone, mobile, or portable radio, FAX and copy machines, tire repair machine, spin balance machine, brake lathe and refrigerant recovery recycle equipment.
- 3) All appropriate safety equipment.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- 1) The employee is frequently required to use hands to finger, handle, feel or operate objects or controls and reach with hands and arms.
- 2) The employee is occasionally required to climb or balance, stoop, kneel, crouch or crawl.
- 3) The employee is occasionally required to walk, talk, and hear.
- 4) The employee must frequently lift and/or move up to 100 pounds.

- 5) Specific vision abilities required by this job include close vision, color vision, and the ability to adjust focus.

The above PHYSICAL DEMANDS section uses the terms Occasional, Frequent, and Constant in referring to certain physical demands.

The term occasional refers to 1-32 repetitions per workday, the term frequent refers to 33-200 repetitions per workday and the term constant refers to greater than 200 repetitions per workday.

WORKING CONDITIONS:

- 1) The employee, while performing the duties of this job frequently works near moving mechanical parts or in outside weather conditions.
- 2) The employee is occasionally exposed to wet and/or humid conditions, infectious disease, and fumes, toxic or caustic chemicals which may cause burns or irritations.
- 3) The employee may be exposed to bruises, shocks, burns and/or strains.
- 4) The noise level in the work environment is moderate to noisy.

SELECTED GUIDELINES:

Formal application, rating of education and experience, oral interview and reference check, job related test may be required.

This position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.