

Position opens: December 4, 2018

## **Elko County Human Services Employment Opportunity Announcement**

**POSITION:** Mechanic  
Elko County Fire Protection District

**SALARY:** Step 1 - \$21.6840  
Step 2 - \$22.3341  
Step 3 - \$23.007

**APPLICATION DEADLINE:** Open until filled  
Grade 141/17101F

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Elko County Fire District is seeking qualified candidates for a Mechanic position. This position is responsible for maintenance, service, and repair of the Fire Protection District vehicles, equipment, and fire apparatus. Responsible for the maintenance of tires and will perform metal fabrication work. Must possess and maintain a valid Nevada Class B CDL driver's license or have the ability to obtain within 4 months of time of employment. Successful candidate must pass a pre-employment drug and alcohol screening as well as random drug screens as a condition of continued employment.

- 100% PERS Retirement
- Minimal Fee for Employee Health, Vision, Dental and Life Insurance

Obtain an application and full job description at [www.elkocountynv.net](http://www.elkocountynv.net).

Elko County Human Services  
540 Court St, Suite 105 (Physical Address)  
571 Idaho St. (Mailing Address)  
Elko, NV 89801  
(775) 738-4375 phone  
(775) 738-5984 fax

**Elko County is an Equal Opportunity Provider and Employer**

**In compliance with applicable laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations.**



**ELKO COUNTY  
HUMAN SERVICES**  
571 Idaho Street  
Elko, NV 89801  
775.738.4375  
775.738.5984 (fax)

**Job Code: 17101F**  
**Date Est.: 12/2018**  
**Last Rev.:**  
**FLSA: Non-exempt**  
**Probation: 6 Months**

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## **MECHANIC – FIRE DISTRICT**

### **DEFINITION**

Maintain, service, and repair Elko County Fire Protection District vehicles, equipment, and fire apparatus. Responsible for the maintenance of tires and performing metal fabrication work.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives direct supervision from the Lead Mechanic and general supervision from the Fire Administrator.

### **REPRESENTATIVE DUTIES**

*The following duties are typical for this position. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.*

- Performs diagnostics, preventive maintenance, and repairs on a wide variety of department vehicles, equipment, and fire apparatus. Maintains communications with clients on repair status.
- Maintains and repairs tires.
- Performs basic fabrication, welding, and modification of parts.
- Operates general shop equipment including gas and arc welding equipment, engine analyzers, tire equipment, scanners and computers; complies with and helps enforce shop safety rules.
- Maintains proper safety and health conditions in work area. Adheres to safety rules and regulations.
- Maintains records of work performed and materials used.
- Operates equipment and drives department vehicles, trucks and equipment as required; tests and/or regularly operates vehicles and equipment.
- Complies with Elko County and department policies and procedures.
- Communicates tactfully, both verbally and in writing, with staff and the public.
- Demonstrates regular, reliable, and punctual attendance.

- Represents the County with dignity, integrity, and a spirit of cooperation in all relationships with staff and the public.

## **QUALIFICATIONS**

### KNOWLEDGE OF:

- Methods, techniques, parts, tools and materials used in the maintenance and repair of light vehicles, equipment, and fire apparatus.
- Operation and maintenance of a wide variety of hand, power and shop tools and equipment common to the field.
- Tire repair practices and procedure.
- Welding and fabrication practices and procedures.
- Pumps and pump repairs.
- Basic mathematics.
- Record keeping practices.
- Computer applications related to the work.
- Safe work methods and safety regulations pertaining to the work.
- Proper use, storage and disposal of hazardous materials.

### ABILITY TO:

- Understand and follow oral and written directions and instructions.
- Diagnose and repair a wide variety of vehicles and equipment.
- Safely operate and maintain a variety of hand, power, and shop tools, and equipment used in the course of work.
- Document the condition of equipment and service performed in computer based maintenance program.
- Work independently in a field environment, occasionally during emergency conditions, using independent judgement within established procedural guidelines.
- Repair and replace tires using air operated equipment.
- Estimate necessary materials needed to complete tasks.

- Read and understand automotive and equipment manuals and schematics, including electrical and hydraulic.
- Perform metal fabrication work as needed
- Contribute effectively to the accomplishment of team or department goals, objectives and activities.
- Establish and maintain effective working relationships with those encountered in the course of work.

### **EDUCATION AND EXPERIENCE**

Successful completion of an accredited program in vehicle repair and maintenance; AND two (2) years of experience in the repair of vehicles and heavy equipment; OR an equivalent combination of education, training and experience.

### **LICENSES AND CERTIFICATIONS**

Continued employment is contingent upon all required licenses and certificates being maintained in an active status without suspension or revocation.

- Nevada Class B Driver's License within four (4) months of employment.

### **OTHER REQUIREMENTS**

- Must provide own hand tools.

### **PHYSICAL DEMANDS AND WORKING ENVIRONMENT**

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

Strength and mobility to work in a typical field or shop maintenance setting, including operating hand and power tools; stamina to perform sustained physical labor, including standing, walking, climbing and working in confined or awkward spaces; strength to lift and maneuver materials and equipment weighing up to 100 pounds with proper equipment; vision to read printed materials; and hearing and speech to communicate in person or over a radio or telephone.

Work is subject to exposure to frequent travel, extreme weather conditions, noise, electrical shocks, hazardous chemicals, electrical currents, gases, dust and noxious odors.