



Timber Mesa Fire and Medical District

POSITION POSTING - MECHANIC

A UNIQUE OPPORTUNITY!

The Timber Mesa Fire and Medical District (TMFMD) invite applications for the position of Mechanic. This is a great opportunity to become a valuable fire district team member serving the communities of Lakeside, Show Low, Linden and White Mountain Lakes. Located in the beautiful White Mountains in eastern Arizona, the TMFMD is dedicated to consistently provide superior emergency fire/medical, safety and education services for our customers spanning a 200+ square mile area.

AN OVERVIEW OF THE JOB

The Mechanic reports to the Fleet Services Supervisor and performs semi-skilled and skilled work to maintain and repair vehicles, fire apparatus and mechanical equipment.

This is a full-time, 40 hour per week position. Starting hourly wage is \$22.60. Benefits include comprehensive medical/dental/vision insurance, HSA, Arizona State Retirement, paid time off (PTO), Earned Paid Sick Time, long term disability insurance, educational assistance, uniform allowance, tool reimbursement and employee assistance program.

THE IDEAL CANDIDATE

The ideal candidate for the position of Mechanic will have experience in automotive and heavy equipment service work including oil, fuel, hydraulic, cooling and battery system servicing, lubrication, and tire repair and replacement. In addition, the ideal candidate will have experience with tools, equipment, materials and methods employed in the servicing of automotive and heavy equipment, along with knowledge of modern procedures and methods of automotive repair and maintenance including diesel engines. The candidate must have the ability to work independently, communicate effectively and work collaboratively with other district personnel and members of the public. It is preferred that the candidate have Emergency Vehicle Technician and Automotive Service Excellence certifications.

THE APPLICATION PROCEDURE

Interested applicants must submit a cover letter, resume, and completed application form to:

Timber Mesa Fire and Medical District
Attn: Jo Baird
3561 E. Deuce of Clubs
Show Low, AZ 85901

Application can be found at timbermesafire.org.

Closing date/time for submission of the required application documents is **November 27th, 2020 4:00 PM**. Applications received after the deadline **shall not** be considered.

Those applicants whose qualifications are deemed best suited for the position will be contacted for an oral interview and basic skills assessment. Applicants will be subject to post-offer, pre-employment drug screening and a criminal background review.

TIMBER MESA FIRE MEDICAL DISTRICT

JOB DESCRIPTION

MECHANIC

GENERAL SUMMARY:

Performs semi-skilled and skilled work to maintain and repair vehicles, fire apparatus, and mechanical equipment. Responds to emergency scenes as needed for vehicle or equipment repairs.

SUPERVISION RECEIVED:

Works under the supervision of the Fleet Services Supervisor.

SUPERVISORY RESPONSIBILITIES:

None

MANAGEMENT EXPECTATIONS OF EMPLOYEES

- Every member is expected to conduct himself, on and off duty, in a manner that reflects positively on himself, the District and the fire service in general.
- Every member shall accept responsibility for his actions and the consequences of those actions.
- Every member shall support the concept of fairness and the value of diversity.
- Every member shall be truthful and honest at all times and report any instances of dishonest acts that may compromise the integrity of the District.
- Every member shall be respectful and conscious of the safety and welfare of fellow members and the members of the public.
- Every member shall recognize that he serves in a position of public trust that requires stewardship in the honest and efficient use of public resources.
- Every member shall exercise professionalism, competence, respect and loyalty in the performance of his duties.
- Every member shall avoid situations that would adversely affect the credibility or public perception of the fire service profession.
- Every member shall conduct his personal affairs in a manner that does not improperly influence the performance of his duties or bring discredit to the District.
- Every member shall act in good faith, exercising due diligence in carrying out his duties and responsibilities.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Repairs, rebuilds, maintains, and overhauls engines, and mechanical, electrical and hydraulic assemblies used in the fire service, and tools, equipment, and appliances carried on fire apparatus.
- Assists with the training of District and department personnel in the care and maintenance of apparatus and equipment.
- Assists with maintenance record-keeping.
- Drives and operates all Fire District and department apparatus and vehicles.
- Performs routine maintenance repairs and rebuilding of apparatus and other heavy equipment in accordance with work order instructions.

- Disassembles units, measures parts for wear, inspects parts for damage, replaces worn or damaged parts and reassembles units in accordance with technical manuals, diagrams, and instructions.
- Determines nature and cause of equipment malfunctions or breakdowns in the field, makes necessary adjustments, replacements or repairs to maintain equipment operation, or prepares heavy equipment for towing; refers temporary or emergency repair status to supervisor for appropriate action.
- Disassembles and overhauls heavy equipment systems and components, air conditioning units, engines and transmissions, hydraulic and other power operated units and tests overhauled heavy equipment to assure proper operation.
- Inspects heavy equipment for excessive wear, damage and safety of operation, reports defects, malfunctions and unsafe conditions to supervisor.
- Tests, adjusts and repairs emissions and electrical systems including batteries, alternators, wire harnesses, lights, computerized ignition systems and related electrical units.
- Performs some machining and welding work as related to repairs of heavy equipment.
- Maintains records of work activities.
- Maintains required certifications.
- Maintains positive working relationship with employees, supervisors, and members of the public.

MINIMUM QUALIFICATIONS:

- 21 years of age or older
- High school diploma or G.E.D. equivalent
- Three years experience in automotive service work including some experience in servicing heavy equipment
- Valid Arizona Driver's License
- Completion of Automotive Service Excellence (ASE) and Emergency Vehicle Technician classes/certifications preferred
- Speak, read, and write the English language
- Meet TMFMD physical standards
- Meet insurability requirements of the District's insurance carrier

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

- Automotive and heavy equipment service work including oil, fuel, hydraulic, cooling and battery system servicing, lubrication, and tire repair and replacement.
- Tools, equipment, materials and methods employed in the servicing of automotive and heavy equipment.
- Automotive and heavy equipment mechanics and operating characteristics.
- Modern procedures and methods of automotive repair and maintenance including diesel engines

Skills:

- Skilled in the performance of all types of automotive and heavy equipment service work.
- Skilled in the use and care of tools, equipment and materials.
- Skilled in welding weld (both arc and acetylene)
- Skilled in metal fabrication.

Ability to:

- Identify obvious mechanical and operating defects.
- Interpret technical manuals and related diagrams and instructions.
- Read and use micrometers, dial indicators and related specialized equipment.
- Recognize safety hazards.

- Perform all types of automotive and heavy equipment service work and properly and safely use and care for service tools, equipment, and materials.
- Operate service vehicles and maintains service records.
- Establish and maintain effective working relationships.
- Perform work in accordance with oral and written instructions.
- Maintain a small inventory of supplies and equipment.
- Understand and carry out oral and written instructions.
- Understand the metric system.

PHYSICAL DEMANDS:

The physical demands described are representative of those that must be met by all personnel to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with qualifying disabilities to perform the essential functions. While performing the duties of this job, personnel are frequently required to stand and walk, use hands to finger, handle or operate objects, tools or controls, and reach with hands and arms. Personnel are frequently required to climb or balance, stoop, kneel, crouch, crawl, and smell. Personnel must be able to regularly lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close, distance, color, and peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those personnel encounter 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 moving mechanical parts. The employee is frequently exposed to high, precarious places, outside weather conditions, and vibration. The employee is occasionally exposed to wet and/or humid conditions, fumes and airborne particles, toxic and caustic chemicals, and risk of electrical shock. The noise level in the work environment is usually loud. The employee is required to work in confined or tight spaces. The employee is exposed to hazardous conditions including, but not limited to, hostile fires, hazardous materials, and blood borne pathogens.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and member and is subject to change by the employer as the needs of the employer and requirements of the job change.