



Job Classification Description

VEHICLE/EQUIPMENT MECHANIC II VSCSF

**Grade 10
Non-Exempt**

BASIC FUNCTION

To maintain, repair, and modify a variety of College vehicles, engines and other equipment.

CHARACTERISTIC DUTIES & RESPONSIBILITIES

- Perform regular inspections and maintenance of vehicles and equipment.
- Troubleshoot problems with malfunctioning vehicles/equipment, and perform necessary repairs, and/or obtain outside assistance as required.
- Add attachments and accessories to vehicles and equipment as needed.
- Perform a variety of vehicle bodywork related to repair of damaged or deteriorating vehicle exteriors.
- Procure necessary parts.
- Fabricate attachments not readily available at reasonable cost.
- Maintain vehicle mileage and fuel usage records.
- Maintain service and repair records.
- Perform Vermont State inspections on college vehicles.
- Diagnose and repair computerized vehicle systems.
- Repair and/or rebuild vehicle components such as transmissions, differentials, etc.
- Repair small gas engine powered equipment, including weed-eaters, chain saws, generators, snow blowers, etc.
- Service and repair hydraulic systems on tractors, sanders, backhoes, etc.
- Operate equipment such as forklift, backhoe, bucket loader as need arises.
- Plow snow, sand and/or salt college roads and parking lots as needed.
- Assist grounds crew in mowing grass, weed eating, etc. as needed.
- Assist with college set-ups as needed.
- Perform related duties as assigned.

SUPERVISION RECEIVED

Minimal supervision is received from the Assistant Director of Physical Plant or other senior staff member.

MINIMUM QUALIFICATIONS

High school education, with training in vehicle mechanics or small engine repair desirable, plus four to five years of relevant work experience, or a combination of education and experience from which comparable knowledge and skills are acquired.

- Broad base of technical knowledge and skills related to vehicle/engine maintenance and repair, including welding and fabrication.
- Good basic reading, writing and math skills.

This general outline illustrates the type of work, which characterizes the job classification. It is not an all-encompassing statement of the specific duties, responsibilities and qualification of individual positions assigned to the classification.

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