

Job Title: Mechanic**Reports to: MAINTENANCE SUPERVISOR****Salary – UP TO \$17.97 (DOQ)****Location: PUBLIC WORKS BUILDING****Exempt Status - NO**

This position works under the direct supervision of the Maintenance Supervisor.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

Operates any and all equipment used in the maintenance and repair of the City of Vidor fleet vehicles. Performs diagnostic tests to determine problem on fleet vehicles. Services all fleet vehicles for the City of Vidor. Exercises extreme caution in equipment operation. Requires the ability to use hand tools and the ability to operate equipment safely and skillfully in and around work areas, ability to make minor operating adjustments and repairs and to recognize operating deficiencies in assigned equipment. Ability to understand applicable traffic laws, ordinances, regulations, work hazards, and applicable safety precautions associated with the operation of assigned equipment necessary. In the event of a situation or emergency, must assist in the Street and Drainage Departments. (Other duties may be assigned.)

REQUIRED EDUCATION AND/OR EXPERIENCE:

High School diploma or equivalent required and two (2) years related experience.

SKILLS/ABILITIES:

Ability to operate power tools, hand tools, hydraulic machinery, diagnostic machinery, vehicle jacks, grinders, and drills. Ability to read, analyze, and interpret technical procedures, governmental regulations, City policies and procedures, written instructions, general correspondence, MSDS safety manuals, traffic signs and warning labels. Ability to write reports, business correspondence, purchase orders, requisitions, time sheets, leave requests, and work orders. Ability to communicate professionally with employees, other City departments, vendors, supervisors, and salespersons.

OTHER REQUIREMENTS:

Class B (CDL) License with an acceptable record required.

TO APPLY:

Applications may be submitted in person or by mail to City of Vidor, Attention: George Falgout, 1395 North Main St., Vidor, TX 77662, or via email to gfalgout@cityofvidor.com.