

TURF EQUIPMENT MECHANIC

GENERAL STATEMENT OF DUTIES

This position is responsible for the on-going maintenance and up-keep of all equipment used in the daily operation of the golf course. Assure equipment is repaired in a timely and efficient manner, working properly, and receives regularly scheduled maintenance.

ORGANIZATIONAL INFORMATION

Salary grade: 13. Exercises no supervision. Generally scheduled between the hours of 6AM-3PM, Monday-Friday. Reports directly to Golf Maintenance Superintendent.

DISTINGUISHING FEATURES OF THE CLASS

Work is done in a maintenance shop on the golf course property, employee works independently, maintains maintenance schedule and inventory.

ILLUSTRATIVE EXAMPLES OF WORK

- Repairs broken mowing & related golf course maintenance equipment; greases, changes oil, & cleans equipment as preventative maintenance.
- Diagnoses & repairs hydraulic systems malfunctions; replaces clutches in dump trucks; welds & fabricates metal parts; sharpens blades on mowers & lapping reels.
- Orders supplies for shop & parts needed for repairs & maintains service records of equipment.
- Maintains & organizes materials safety data sheets (MSDS).
- May perform work in other laboring classifications as needed.
- Follows safety procedures, rules, & regulations.
- Uses hand tools, hand power equipment, chain saws, blowers & other tools to perform various types of manual labor.
- Any other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES

- General knowledge of the operation and maintenance requirements of the equipment used in carrying out assignments.
- Thorough knowledge of small engine repair.
- Ability to diagnose mechanical problems.
- Skilled in use of mechanic tools.
- Good judgement and reasoning skills.
- Ability to communicate effectively.
- Ability to establish and maintain collaborate working relationships.
- General knowledge of the policies and procedures to be followed in carrying out assignments.

DESCRIPTION OF PHYSICAL EXERTION AND WORKING CONDITIONS

Heavy Work- Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. Employee is required to have visual acuity to operate motor vehicles or heavy equipment,

Employee is subject to outside environmental conditions: No effective protection from weather.
Employee is subject to both environmental conditions: Activities occur inside and outside.
Employee is subject to extreme cold: Temperatures typically below 32 degrees for periods of more than one hour. Employee is subject to extreme heat: Temperatures above 100 degrees for periods of more than one hour.

EDUCATION AND EXPERIENCE

Minimum requirements: Graduation from a high school or GED program and three (3) years of experience as a mechanic, preferably with experience in repairing small engines, turf equipment and mowers. Preferred: Post high-school coursework in small engine mechanics, diesel mechanics, or similar trade and one (1) or more years of experience as a mechanic at a public or private golf maintenance facility. Or an equivalent combination of education and experience.

SPECIAL REQUIREMENTS

North Carolina Driver License- Class "C" is required.

FLSA Status: Non-Exempt

Disclaimer: This classification specification 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, responsibilities, and qualifications required of employees to perform the job. The Physical Requirements and Working Conditions section of this classification may vary from position to position. The Town reserves the right to assign or otherwise modify the duties assigned to this classification.

Updated May 2018