

## **ATTACHMENT 2**

### **CITY OF MANTECA**

#### **EQUIPMENT MECHANIC ASSISTANT/PART-TIME**

**Department:** Parks

**Bargaining Group:** None- Part Time

**Effective Date:** August 2025

**FLSA Status:** Non-Exempt

**Revision History:** January 2019

#### **BASIC FUNCTION:**

Under the direction of an assigned supervisor, this part-time employee will assist with the maintenance and repair of a variety of gasoline and diesel-powered grounds maintenance equipment.

#### **REPRESENTATIVE DUTIES:**

##### **ESSENTIAL DUTIES:**

Assist with the maintenance and repair of a variety of small and large gasoline and diesel-powered grounds maintenance equipment; perform repairs of two- and four-cycle engines on mowers, tractors, backhoes, loaders and other equipment.

Repair and maintain single and double axle, dual and triple tandem trailers; repair surge and electric brake systems; maintain and repair cold water, airless paint sprayer, generators and chargers.

Perform preventative maintenance and tune-ups to equipment and tools; replace tires, bearings, plugs and filters; clean, sharpen and adjust mower cutting reels, blades and bed knife.

Perform maintenance, repair and adjustments to mechanical and electrical attachments to power grounds equipment; troubleshoot, identify and repair electrical malfunctions of grounds equipment and attachments.

Requisition parts and supplies and maintain inventory; maintain repair shop in a clean, safe and orderly condition.

Operate a variety of grounds maintenance tools and equipment including power and hand tools, reel and bed knife sharpeners, hydraulic press, drills, grinders, compressor, mowers, gauges, meters, impact tools and a variety of grounds equipment; operate heavy grounds equipment as needed including a tractor, gang mower and loaders.

Maintain routine records related to equipment maintenance and repair activities, inventory levels, parts used and cost condition of equipment.

Perform related duties as assigned.

#### **KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Methods, materials, tools and equipment used in the repair of small and large grounds maintenance equipment and vehicles.

Operation, maintenance and repair of small and large gasoline and diesel-powered grounds maintenance equipment and vehicles.

Proper methods and techniques related to maintenance and repair of hydraulic systems.

Techniques for repair of two and four-cycle engines.

Welding techniques, including gas, electric, ARC and wire feed.

Proper methods of storing equipment, materials and supplies.

Health and safety regulations.

Basic record-keeping techniques.

Proper lifting techniques.

**ABILITY TO:**

Maintain, diagnose, repair and adjust a variety of light and heavy power-driven grounds maintenance equipment and vehicles.

Operate hand and power tools and other equipment used in the repair of grounds maintenance equipment and vehicles.

Fabricate, weld and repair parts.

Understand and follow oral and written instructions.

Work cooperatively with others.

Maintain routine records.

Observe health and safety regulations.

Report to work every scheduled workday.

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to graduation from high school and sufficient training and experience to demonstrate the knowledge and abilities listed above.

**LICENSES AND OTHER REQUIREMENTS:**

Valid California driver's license.

**WORKING CONDITIONS:****ENVIRONMENT:**

Vehicle and equipment repair shop environment.

Subject to noise from equipment operation.

Driving a vehicle to conduct work.

Emergency call out.

**PHYSICAL DEMANDS:**

Dexterity of hands and fingers to operate tools and equipment.

Reaching overhead, above the shoulders and horizontally.

Bending at the waist, kneeling or crouching to perform repair and maintenance tasks.

Lifting, carrying, pushing or pulling heavy objects as assigned by the position.

Hearing and speaking to exchange information.

Seeing to perform repairs.

Standing for extended periods of time.

Climbing ladders.

**HAZARDS:**

Exposure to chemical fumes and vapors such as gasoline and diesel fuel.

Working around and with machinery having moving parts.

Working in a cramped or restrictive work chamber.

Working at heights.