
Interested individuals must come to the Human Resources Office to complete an application for the position between the hours of 8:00 and 5:00, Monday through Friday or online at the Pulaski County website at www.pulaskicounty.net. The Human Resources Office is located in Suite 100 of the Pulaski County Administration Building - 201 S. Broadway, Little Rock.

POSITION: MECHANIC
This position is open to the General Public and County Employees.

POSITION NO: 046

STARTING SALARY TO: \$26,747 - \$29,914

DEPARTMENT: ROAD AND BRIDGE (4400)

This position is designated as a safety sensitive position pursuant to Arkansas Act 593.

PRIMARY RESPONSIBILITY/FUNCTION: To perform fleet maintenance and mechanical repair duties on engines, components and electrical systems of County vehicles and heavy equipment.

EXAMPLES OF WORK:

- Analyzes and diagnoses mechanical problems and malfunctions of engines including vehicles and heavy equipment utilizing the OTC monitor.
- Pulls, replaces or rebuilds front ends, ball joints, tire rod ends, springs, idle arms, shocks, ignition switches, etc. as needed for dump trucks and vehicles.
- Performs electrical work including repair and rebuilding of electronic brake systems, alternators, starters, and wiring.
- Analyzes ABS system failures and diagnoses needed brake work.
- Replaces brake shoes and pads, turns rotors and drums with brake lathe and packs wheel bearings on vehicles and heavy equipment.
- Services, replaces and recharges air conditioning units in vehicles as needed; calculates needed amount of refrigerant; replaces and recycles refrigerant through the air conditioning recovery, recycling and recharging system.
- Changes oil, lubricates vehicles and changes oil and air filters.
- Completes engine tune-ups, tire change and rotation and other maintenance work on vehicles, tractors, sweepers and other heavy equipment.
- Pulls and replaces air bag systems, gas tanks, dump truck tire bolts, rear springs, heater cores, power steering pumps, ignition switches, lights, and other vehicle parts/systems.
- Repairs vehicles in field when inoperable.
- Replaces computers in vehicles.
- Aligns front-end in vehicles utilizing FMC front-end alignment computer.
- Receives written work orders; records work completed for each vehicle and number of hours required for repair.
- Performs related duties as required.

ADDITIONAL REQUIREMENTS:

- May be required to possess or obtain within 6 months of employment the ASE Refrigeration Recovery and Recycling Certification.
- Must possess or be able to obtain Motor Vehicle Inspection Certification.
- Must possess or be able to obtain Wagner Brake Certification.
- Must furnish own standard and metric hand tools.
- Employment is contingent upon satisfactory completion of a pre-employment job related physical examination by an appropriate licensed agency.
- Subject to pre-employment and random drug and alcohol testing.

PHYSICAL REQUIREMENTS:

- Ability to communicate orally.
- Ability to lift and carry loads up to 50 pounds.
- Ability to stoop, bend, kneel, and crouch during vehicle repair.
- Ability to negotiate cramped spaces.
- Digital dexterity necessary to push and pull tools, push buttons, and turn levers.
- Ability to work in a constant state of alertness and in a safe manner.
- Ability to concentrate for long periods of time.

MINIMUM QUALIFICATIONS:

Completion of high school or equivalency or vocational technical course in Automotive Mechanics; some experience with vehicle and/or equipment maintenance, malfunction, diagnosis, and repair; or any equivalent

combination of experience and training which provides the required skills, knowledge, and abilities.

OPEN DATE: 05-14-2018

CLOSE DATE: 05-18-2018 (5:00 p.m.)

Please Note: Applications will not be accepted after the Close Date. A selection will not be made until the Close Date and all applications have been received by the selecting official.

14 May 2018

143-18