

HEAVY EQUIPMENT MECHANIC SUPERVISOR**NATURE OF WORK IN THIS CLASS:**

Supervises and participates in the maintenance, repair, and overhaul of diesel-powered equipment.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed.)

Supervises and participates in the maintenance, repair and overhaul of diesel-powered equipment.

Plans and directs both scheduled and emergency repairs of diesel-powered equipment; establishes work schedules and priorities; makes decisions regarding the need for the extent of repairs to be made.

Make time and material estimates; receives work in progress; inspects completed jobs; supervises the maintenance of records of repairs and operating expenses, inventory and replacement orders.

Reviews quality and quantity of work output by means of reports, conferences, and periodic spot checks.

Implements agency policies for personnel, training, and safety.

Recognizes unsafe work conditions and plans work in accordance with accepted and recognized procedures and practices.

Participates in conferences with officials regarding equipment and maintenance programs and problems.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES, AND SKILLS:

Knowledge of the standard methods, practices, techniques, tools and equipment used in the maintenance, repair and overhaul of diesel-powered engines.

Ability to supervise the work of others.

Ability to make work decisions in accordance with appropriate policies and procedures.

Ability to provide oral and written instructions.

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Ability to maintain records and prepare reports.

Ability to enforce safe work practices on the job.

Skill in diesel-mechanic work.

MINIMUM EXPERIENCE MECHANIC SUPERVISOR:

- (a) Six years of experience in the maintenance, repair and overhaul of diesel-powered equipment, including two years at the skilled level; or
- (b) Any equivalent combination of experience and training in diesel engine repair which provides the minimum knowledge, abilities, and skills.

ESTABLISHED: JULY 1980

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Civil Service Commission

Pay Grade L