



INTERNAL JOB OPENING - PUBLIC WORKS STREET MECHANIC II POSITION

The Village's Public Works Department is seeking a full time Street Mechanic II to add to our motivated team. The Village (population of 14,146) provides a full range of Public Works services to our residents and growing community.

The ideal candidate will possess an Associate's Degree in Auto Mechanics with a minimum of 5-years work experience as a mechanic or related field are required. The Street Mechanic II position duties include managing the daily operation of the maintenance garage, repairing of all village vehicles and equipment to ensure efficient and effective public works services.

For a complete list of position duties, responsibilities and requirements please visit the village website at www.villageofallouezwi.gov.

Based one's qualifications and experience, the hourly range for this full-time position is \$23.53 and \$31.84/hr. The Village offers a full benefits package for this position.

To apply, please submit job application along with resume to Angie Cepeda, Village of Allouez, 1900 Libal Street, Green Bay, WI 54301.

Closing Date: Applications will be accepted until June 27th, 2022.

The Village of Allouez is an equal opportunity employer.



VILLAGE OF ALLOUEZ
POSITION DESCRIPTION

POSITION TITLE: Mechanic II

APPROVED: June 6th, 2022

REPORTS TO: Director of Public Works

FLSA: Non-exempt

JOB PURPOSE: The Mechanic II is responsible for managing the Public Works Department Maintenance Garage including maintenance and repair of all Village vehicles, and equipment including diesel, and gas engines. Maintains services, repair records and all vehicles in proper operating condition. The Mechanic II is also responsible for specifying and ordering of all vehicle and major equipment purchases.

DUTIES & RESPONSIBILITIES: *The following duties are representative of the work required for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.*

- Manage the daily operation of the Street Public Works Department Maintenance Garage to include scheduling vehicle maintenance and ordering supplies and parts.
- Perform the full range of mechanical maintenance and repair on all Village equipment including diesel and gasoline tractors and trucks, 4-wheel drive, gas-powered such as air compressors, gasoline power tools, lawn mowers, and chain saws.
- Perform welding duties and service fuel injection systems.
- Perform general maintenance such as lubricating, changing tires, checking and changing fluids, hoses, belts, filters and fans.
- Works collectively with Street and Utility Foreman to ensure vehicles, trucks and tractors are properly equipped and ready for use on a seasonal basis.
- On a limited basis assists the Street Department by operating and or as a laborer for the maintenance of street, sidewalk and storm sewer systems.
- Serves in position as rotating on-call operator for after-hour emergencies.
- Assists with the preparation of the budget.
- Employee must provide personal tools common to the trade.

QUALIFICATIONS AND SKILLS:

- Associate Degree in Auto Mechanics and ASE Certifications required.
- Minimum of 5 years work experience as a mechanic or related field required.
- Competency in light to medium duty diesel trucks.
- Must have A/C Certification.
- Knowledge of mechanical hydraulic and electrical systems for vehicles and equipment.
- Knowledge of welding techniques and practices.
- Ability to inspect, diagnose and repair of hydraulic and electrical components.

- Ability to perform vehicle and equipment overhaul: repair of modern type of emission control and computer-controlled systems.
- Ability to use and interpret newer type electronic engine analyzers.
- Experience in operating large trucks/equipment used for municipal operations or related experience preferred.
- A valid State of Wisconsin commercial driver's license is required.

PHYSICAL REQUIREMENTS:

Ability to perform the following:

- Frequent lifting and carrying up to 50 pounds.
- Occasionally lifting and carrying up to 100 pounds with assistance.
- Ability to work in varied environmental conditions.

KNOWLEDGE, SKILLS AND ABILITIES: Considerable knowledge of the equipment and materials used in vehicle repair work. Considerable knowledge of the maintenance of large trucks and heavy equipment is required. Ability to work cooperatively with others; to plan and direct the overall maintenance work in the garage; to specify and purchase trucks and heavy equipment; or a combination of qualifications, knowledge and abilities that yield the necessary qualities to perform the required job duties.

SUPERVISION/DECISION MAKING: Assigns and reviews the work of Mechanic I. and Mechanic Helper. Makes decisions which affect the operation of the entire Village and impacts the garage budget. Receives general supervision and works alone on routine work from standard practices and procedures.

INTERACTION: Frequent inside and outside contact with co-workers, immediate supervisor and vendors. Contacts involve corrections and adjustments where some tact is essential to resolve minor problems.

SPECIAL REQUIREMENTS: Must provide a basic set of hand tools.