

MIAMI-DADE COUNTY PUBLIC SCHOOLS

JOB DESCRIPTION

CLASS TITLE: Equipment Mechanic II

JOB CODE: 6161

DEPARTMENT: Facilities Operations, Maintenance

PAY GRADE: 25 (B4)

DATE: 10/16/06

BASIC OBJECTIVES

This is skilled work in the installation, repair, and maintenance of mechanical and electro-mechanical equipment and fixtures. The work requires that job incumbents read and understand blueprints, schematics, and manufacturer's specifications. Though the work is performed under the general supervision of the Foreperson, Equipment Repair, job assignments require that the employee exercise independent judgement in the diagnosis and resolution of malfunctions or equipment operation problems.

JOB TASKS/RESPONSIBILITIES

1. Repairs, overhauls, services and provides preventative maintenance on ventilation systems, shop equipment, overhead doors, bleacher systems, kitchen laundry and custodial equipment and other electromechanical and hydraulic equipment. (This includes up to 480V 30A Motors and Equipment circuits)
2. Refers to diagrams, sketches, operation manuals and manufacturer's specifications as applicable.
3. Trouble-shoots equipment problems/failure and disassembles equipment to extent necessary to access source of trouble and to replace defective parts.
4. Sets up and operates a variety of hand and power tools and measuring instruments to check, service, repair and adjust equipment.
5. Directs, assists, instructs and assigns work to and checks work of lower grade mechanic or helpers.
6. Makes recommendations concerning the need for rebuilding or replacing equipment that is worn-out or marginally operational and requiring continuous repair.
7. Follows general instructions, standard practices and procedures and all established driving, operating, and safety rules and regulations to operate equipment.
8. Performs other related work of a comparable or lower skill level as required.

9. May operate M-DCPS or personal vehicle for functions outlined in job description and to locations specified by work orders or as otherwise directed.
10. Performs related work as required or as assigned.

PHYSICAL REQUIREMENTS

This is medium work which requires the following physical activities: climbing, balancing, bending, stooping, kneeling, crouching, crawling, twisting, reaching, sitting, standing, walking, pushing, pulling, lifting, finger dexterity, grasping, feeling, talking, repetitive motions, hearing and visual acuity. The worker is exposed to hazards, atmospheric conditions, oils and is required to wear a respirator. The work is performed indoors and outdoors.

MINIMUM QUALIFICATION REQUIREMENTS

1. Graduation from high school or an equivalent recognized certificate.
2. Completion of vocational or technical coursework in electrical or electronic and mechanical equipment repair.
3. Considerable work experience in the installation, repair, and maintenance of a wide variety of electro-mechanical equipment and fixtures.
4. Possession of a valid Florida Class E driver's license.
5. Satisfactory completion of a physical examination prior to hire date.

Prior revision date(s): 06/23/88, 03/30/93, 03/02/01, 08/22/06