

SEMINOLE COUNTY PUBLIC SCHOOLS

Job Description

MAINTENANCE MECHANIC, Heavy Equipment

QUALIFICATIONS

- High School Diploma or equivalence or Florida Special Diploma.
- Five (5) years verifiable experience in heavy construction equipment operation or three (3) years experience accompanied with an approved vocational certification.
- Class "A" or "B" Driver's License required upon start date.
- Ability to read and comprehend construction site drawings and details.
- Submit and comply with drug and/or alcohol screening as prescribed by the Federal Omnibus Transportation Employee Testing Act.
- Ability to physically perform responsibilities listed below.
- Knowledge of equipment and technology as related to specific job functions.

REPORTS TO Division Supervisor

SUPERVISES No supervisory duties

POSITION GOAL

To safely and properly operate District heavy equipment in support of Facilities Services operations as District needs demand with minimal service disruption.

PERFORMANCE RESPONSIBILITIES

1. * Operate construction heavy equipment to site and grade stakes and as shown on construction drawings..
2. * Operate construction heavy equipment to obtain required finish grades.
3. * Use instrument level or transit for setting grades, curve stations, and elevations.
4. * Safely and properly operate relocatable moving vehicles and equipment between campus locations.
5. * Take down and set up relocatable buildings throughout District.
6. * Perform continuous equipment inspection and maintenance to minimize downtime.
7. * Oversee and ensure the proper completion of work when performed and assisted by assigned Helpers and/or Laborers.
8. * Assist in estimating and planning maintenance and construction site projects.
9. * Accurately and promptly document labor hours and materials expended on assigned tasks
10. * Identify and report to Supervisor repair needs and safety discrepancies when observed at facilities.
11. * Able to safely operate and work from ladders, scaffolding, platforms and personnel lifts
12. * Service and adjust equipment within operator's capability.
13. * Maintain accountability and inventory for assigned tools and equipment.
14. Perform other duties as assigned by the Division Supervisor.

**Denotes essential job function/ADA*

TERMS OF EMPLOYMENT

PAY GRADE

District Salary Schedule
D-06 \$34,401 - \$61,091
 M-12 D-258 H-2064

POSITION CODES

PeopleSoft Position **Multiple**
 Personnel Category **18**
 EEO-5 Line **53**

Function **Vary**
 Survey Code **81039**
 Job Code **1639**

ADA CODES

2 **Very Heavy Work**
 3 **B through V**
 4 **C through J**

BOARD APPROVED

April 8, 1997