



Town of Stoneham
Department of Public Works
Job Description

Position Title:	Motor Equipment Maintenance Man
Supervision:	Reports to Master Mechanic/Foreman
Scheduled Hours:	40 hours per week
Union Affiliation:	Stoneham Public Works Laborers Union, AFSCME Council 93, AFL-CIO
Grade:	40

General Statement of Duties:

Performs servicing and maintenance of all motor vehicles including minor repairs. Performs all duties of a laborer.

Supervision:

Works under the general supervision of the Master Mechanic or Public Works Foreman.

Job Environment:

Work is performed under typical DPW garage and yard conditions. May be required to assist with road calls at the break down/job site.

Operates various repair equipment including hand tools and powers tools. Moves heavy and light motor vehicles as needed.

Has minimal contacts beyond the Public Works Department.

Essential Functions:

- Performs regular maintenance to equipment and vehicles. Assists in repairs.
- Cleans and maintains shop, drives light and heavy trucks.
- Performs preventative maintenance operations.
- Changes oils, coolant, tires and batteries. Replaces fan belts, hoses, light bulbs, and wiper blades. Lubricates equipment and vehicles.
- Checks lights, heating and electrical systems.
- Charges batteries and adjusts brakes.
- May also perform related unskilled duties such as cleaning, washing and waxing vehicles.

Recommended Minimum Qualifications:

Education and Experience:

High School diploma or equivalency. Two years' experience in maintenance of varied equipment such as is characteristic of municipal operation or any equivalent combination of education and experience.

Knowledge, Ability and Skill:

- Thorough knowledge of the tools, techniques, equipment and procedures used in motor equipment repair and maintenance.
- Knowledge of repair methods for heavy equipment, automobiles, trucks, diesels and hydraulics.

The following licenses and/or certificates are required:

- Massachusetts Commercial Driver's License Class B with air brake endorsement.

Physical Requirements:

- Frequent, moderate to strenuous physical effort required to perform work.
- Required frequently to stoop, bend, squat, kneel and lift heavy objects.
- Eyesight and hearing at or correctable to “normal ranges.”
- Ability to distinguish colors.

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer as the needs of the employer and requirements of the job change.