State of Washington Class Specification

HEAVY EQUIPMENT MECHANIC 4

Class Code - new

**Definition**

Supervises Heavy Equipment Mechanics in performing preventative maintenance and repairs on heavy equipment;

OR,

Coordinates fleet operations within an agency for a major equipment fleet containing medium and heavy equipment;

OR,

Facilitates a cyclical training program for offenders in heavy and/or industrial/commercial equipment repair.

**Distinguishing Characteristics**

As a supervisor, supervises Heavy Equipment Mechanics, establishes shop requirements and procedures, develops work plans and maintains shop records. Assists supervisor in formulating budget and equipment replacement schedules.

As a fleet operations coordinator, assists in the development of long-range plans, policies, and procedures for a statewide heavy equipment maintenance program; evaluates requirements and determines necessary resources, including facilities, tools and equipment, personnel and associated costs.

As an offender training program facilitator, implements and evaluates workflow priorities, develops and disseminates instructions and information to unit personnel, and organizes, conducts and facilitates staff meetings.

**Typical Work**

Maintains service logs and records of maintenance on vehicles and motorized equipment using agency fleet maintenance and management software;

Prepares work orders and cost materials estimates using agency software;

Trains lower-level workers in mechanical repair techniques;

Communicates with users and agency customers regarding equipment deficiencies, preventive maintenance scheduling, replacement recommendations, and parts re-use and repair guidelines and standards;

Assists the agency's fleet or equipment manager in formulating budgets, vehicle and equipment replacement schedules and plans, fleet logistical support plans or business systems needs;

Drafts, obtains approval, and distributes fleet or equipment related operating or capital funding allocations;

Monitors program-wide operating or capital expenditures to ensure that the agency stays within budget and expenditure plans;

Coordinates with various vehicle, equipment, or fleet system user groups to identify operational need gaps; reviews existing equipment specifications to ensure that they meet customer program needs and are technically and operationally current and sound;

Writes specifications for new types of vehicles or equipment;

Evaluates fleet related bid documents and authorizes the issuance of purchase orders associated with such evaluations;

Leads work groups to evaluate fleet related needs, business processes or accomplish fleet related projects; drafts agency fleet related policies and procedures and implements approved policies and procedures;

Stays well-informed of new developments in the automotive, equipment, and systems industries and makes cost effective operational, systems, and equipment recommendations based on industry technical advancements;

Conducts analysis of equipment rebuild versus replacement;

Negotiates specifications, warranty and price with vendors;

Performs other duties as assigned.

**Knowledge & Abilities**

Knowledge of: standard practices, materials, tools, and equipment used in the repair and maintenance of motor vehicles and engines; safety issues in the use of tools, equipment, and supplies used in repair of motorized vehicles and equipment; body and frame construction.

Ability to: diagnose mechanical, electrical and hydraulic malfunctions in heavy and/or industrial/commercial equipment; read manuals and schematics; rebuild engines and major driveline components in heavy equipment; weld, fabricate and braze; communicate with other mechanics about repair work needed; enter repair information in fleet maintenance management software; lead, mentor, assist, and teach employees.

**Legal Requirement(s)**

There may be instances where individual positions must have additional licenses or certification.  It is the employer’s responsibility to ensure the appropriate licenses/certifications are obtained for each position.

**Desirable Qualifications**

Journey-level standing as a heavy and/or industrial/commercial equipment mechanic as demonstrated by completion of a recognized apprenticeship; or by journey-level standing as recognized by a labor union; AND two years of experience repairing and maintaining heavy equipment.

OR

Successful completion of vocational technical training in heavy and/or industrial/commercial equipment repair to include welding AND five years of applicable work experience.

OR

One year as a Heavy Equipment Mechanic 3.

A valid driver's license is required.

Some positions may require a Commercial Driver’s License.

**Class Specification History**

Establishment; adopted 6/30/2019, effective 7/1/2019