

VEHICLE MAINTENANCE TECHNICIAN

Cherokee County, SC

**Location**

138 Public Works Drive
Gaffney, SC 29341

Job Type

Full Time

Department

VEHICLE MAINTENANCE – PUBLIC WORKS

FLSA

NON-EXEMPT

Job Summary

This is a full-time position responsible for providing heavy duty truck and off-road equipment maintenance technician services to the Cherokee County Vehicle Maintenance Shop as well as select support duties to all departments under Cherokee County as it relates to fleet and equipment maintenance. Duties include but are not limited to: tire mount and dismount, brake replacement and repair, hydraulic component replacement and repair, and light duty welding and fabrication. This position requires organizational skills, problem solving skills, and the ability to multitask. This position requires a high level of professionalism and the ability to work independently with minimal supervision.

Essential Functions

Essential Functions	% of Time
<ul style="list-style-type: none">• Vehicle Service Technician Duties<ul style="list-style-type: none">➤ Mounting and dismounting of heavy-duty truck and off-road equipment tires.➤ Replacement and repairs on Air-Brake systems for heavy duty trucks.➤ Perform preventative maintenance on county equipment. (Filters, Oils, Lube)➤ Replace or repair hydraulic system components. (i.e. hoses, valves, controls)➤ Go on road calls for tires and other repairs	95%
<ul style="list-style-type: none">• Other Misc Duties as Assigned:<ul style="list-style-type: none">➤ Assist the Vehicle Maintenance Manager on special projects as required.	5%

Qualifications

Job Requirements

- Minimum of 6 months experience in vehicle maintenance/service technician job role with the ability to work on heavy duty vehicles and off-road equipment.
- Must be reliable and willing to work in adverse weather conditions.
- Must provide own mechanics tool set.
- Must be able to operate a motor vehicle and in possession of a valid driver's license issued by the State of South Carolina
- Must be able to successfully pass a drug screen

Preferred Qualifications

- Some electrical and diagnostic repair knowledge is preferred.

Performance Requirements

- Knowledge of the policies, procedures, and activities of the County and practices related to administrative and government work.
- Knowledge of the assigned functions and assigned departments necessary in the completion of daily responsibilities
- Knowledge of the terminology, principles, and methods utilized within the County
- Knowledge of standard administrative practices
- Effective communication and ability to interact well with employees, supervisors
- Skill and mathematical ability to handle required calculations
- Ability to perform basic services (brakes/hydraulics, tire replacements, etc.) on heavy duty vehicles and off-road equipment.
- Knowledge of procurement and maintenance operations within a vehicle maintenance shop.

Other Information

Working Conditions

Primary Work Location: Cherokee County Public Works
138 Public Works Drive
Gaffney, SC 29341

Physical Demands:

Frequently requires the need to stand, bend, transport and reposition <50 pounds of material/equipment from ground to waist and at waist level. Ability to work in a loud and sometimes adverse environment due to weather, odors, etc.

Mental Demands:

Continuously requires the general ability to learn and to understand instructions and underlying principles; understand and follow oral and written instruction, and the ability to make decisions in accordance with established procedures and policies.

Americans with Disabilities Act Compliance

Cherokee County is an Equal Opportunity Employer. To perform this job successfully, an individual must be able to perform each essential job duty satisfactorily. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform essential job functions. Prospective and current employees should contact Human Resources to request an ADA accommodation.

Disclaimer

The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job.