



# Job Description

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<b>Position:</b>	<b>Heavy Equipment Technician I</b>	<b>FLSA Status:</b>	<b>Non-Exempt</b>
<b>Department:</b>	<b>Equipment Maintenance Shop</b>	<b>FTE:</b>	<b>Full Time</b>
<b>Reports to:</b>	<b>Equipment Maintenance Supervisor</b>	<b>Revised:</b>	<b>March 2024</b>

## DEFINITION:

Under direct supervision, performs a variety of basic technical and mechanical maintenance tasks on gasoline and diesel powered automotive, truck, tractor, and other power-driven equipment, including but not limited to, basic inspections, diagnosis, maintenance and repair work on automotive, landscaping, and other small engine equipment. .

## DISTINGUISHING CHARACTERISTICS:

This series specification includes three levels of the Heavy Equipment Technician classification responsible for performing equipment service work. The Heavy Equipment Technician I is the entry-level classification in the series. The incumbent independently performs basic servicing work, minor repairs to equipment and assists the Heavy Equipment Technician II and III with the more complex mechanical diagnosis and repair work on all types of vehicles and equipment operated by ReGen Monterey staff. Heavy Equipment Technician I's receive hands on training in diagnosing mechanical defects and related repair work. Incumbents may advance to the Heavy Equipment Tech II level after mastering basic technical and mechanical skills and demonstrating aptitude for learning journey-level competencies.

The Heavy Equipment Technician III is the highest level in the series.

## ESSENTIAL FUNCTIONS:

*The following duties are typical of this classification and are intended only to describe the various types of work that may be performed, the level of technical complexity of the assignment(s) and are not intended to be an all-inclusive list of duties. The omission of a specific duty statement does not exclude it from the position if the work is consistent with the concept of the classification or is similar or closely related to another duty statement to address business needs and changing business practices.*

- Perform basic automotive servicing and maintenance work, such as engine tune-ups and oil changes.
- Clean and wash vehicles and equipment, keep work areas clean and orderly.
- Apply principles, methods, materials, equipment, procedures, and practices used in automotive, and power-driven equipment maintenance and repair.
- Inspect automotive, truck, tractor, and other power-driven equipment to determine preventative maintenance needs.
- Lubricate automotive, and power-driven equipment using air pressure and hand lubrication tools.
- Change, repair, and inflate tires, drain, and refill crankcase and gear boxes with lubricant.
- Learn and apply the fundamentals of basic DC electricity.
- Test batteries, replace light bulbs, fuses, and lubricant fittings.
- Learn and perform inspection methods and location of mechanical and electrical defects on automotive equipment, and power-driven equipment.
- Learn to repair and replace components including generators, distributors, relays, and lights.
- Diagnose minor mechanical and electrical problems and determine corrective procedures.
- Perform minor body and fender work including light gas welding.
- Learn and perform specialized repair work on diesel engines and powertrain systems.
- Read and write at the level required for successful job performance.



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- Prepare reports and maintain records on time and materials used.
- Understand and carry out oral and written directions.
- Adhere to an assigned work schedule, adjust working hours to include early evenings and/or Saturdays if necessary and meet ReGen Monterey Attendance Standards.
- All ReGen Monterey positions require the employee to provide good customer service to both internal and external customers, maintain positive and effective working relationships with other ReGen employees. Must always show cooperation and respect to fellow employees and supervisors.
- Perform other duties as assigned.

### MINIMUM QUALIFICATIONS AND RESPONSIBILITIES:

#### Knowledge Abilities:

- Methods, tools, equipment, and materials used in maintenance and repair of automotive, landscaping, and power-driven equipment.
- Automotive servicing and maintenance work.
- Practices used in automotive, small engine, and power-driven equipment maintenance and repair.
- Basic welding and proper use of Oxy-Acetylene torch.
- Theory and operation of internal combustion engines and powertrain components.
- Understand and carry out oral and written directions.
- Read and write at the level required for successful job performance.
- Establish and maintain cooperative working relationships.
- Apply sound judgment in a variety of circumstances with or without specific instructions.
- Ability to work safely without presenting a threat to self or others.

### TRAINING, EDUCATION AND EXPERIENCE:

Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would generally be:

- Minimum of one to three years of work experience servicing a variety of motor vehicles, preferably including both gasoline and diesel-powered equipment.
- High School Diploma required.

### SPECIAL REQUIREMENTS:

- California Driver's License Class C
- Incumbents are expected to provide their own tools.

### PHYSICAL AND SENSORY REQUIREMENTS:

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

#### **Physical Demands**

Intermittently, sit while driving, operating equipment, walk, stand for extended periods of time and bend, stoop, reach, carry, crawl, climb, twist and reach while inspecting or repairing, digging or clearing, use various tools and equipment and lift as necessary to perform assigned duties; perform simple and power grasping, pushing pulling and fine manipulation; distinguish colors used in marking utility facilities and lift or carry weight of up to 50 pounds without assistance and heavier objects with assistance. Walk for long



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distances and on sloped ground and uneven surfaces. Normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication.

### **Mental Demands**

While performing the duties of this class, employees are regularly required to: work well under pressure; communicate effectively in both written and verbal form; capable of establishing priorities among the essential functions of the job and coordinating these priorities with others; learn and apply new information or skills; interact with all levels of ReGen management and personnel, and the public.

### **Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Employees work mostly in outdoor environments and occasional indoor environments; regular exposure to varying temperatures; and regular exposure to environmental elements such as dirt, oil, grease, dust, mud, garbage, moderate noise levels and foul odors. Often works around moving vehicles and equipment, constant contact with staff and the public.

## **ACKNOWLEDGEMENT**

I verify that I have received a copy of the job description and I understand the requirements of this position.

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**Employee Name (Print)**

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**Date**

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**Employee Signature**