

CRAVEN COUNTY, NORTH CAROLINA

Employment Vacancy Posting

POSITION: Vehicle Mechanic I
LOCATION: Craven County Garage Department
HIRING RANGE: \$31,532 - \$33,043
JOB TYPE: Full-Time/Permanent/Non-Exempt
POSTING DATE: March 18, 2016
DATE AVAILABLE: Immediately
CLOSING DATE: March 28, 2016

PRIMARY PURPOSE OF POSITION

The primary purpose is to service light, heavy and automotive equipment in the County garage.

ESSENTIAL JOB FUNCTIONS

Diagnoses, adjusts, repairs and services a variety of cars, trucks, and related equipment. Diagnoses, repairs and overhauls brakes, ignition and fuel systems, and front and rear axle assemblies. Operates equipment such as lift jacks, air guns, battery chargers, wrenches, cranes, air compressors, cutting torches, welding equipment, and other hand tools. Relines, replaces and checks brakes. Lubricates, repairs, and replaces parts and filters, cleans and replaces spark plugs, installs radiator hoses, and replaces belts. Performs electrical work on automotive equipment such as installing batteries and terminals, repairing and adjusting lights, and replacing wiring. Tests electronic ignition systems and makes necessary repairs. Cleans and arranges tools and garage area.

KNOWLEDGE, SKILLS AND ABILITIES

General knowledge of the servicing, parts replacement, greasing and lubrication requirements of vehicles and equipment. General knowledge of the occupational hazards and related safety precautions surrounding mechanical work. Working knowledge of mechanical parts of automotive equipment. Working knowledge of the methods and tools used in equipment repair work. Skill in the use of mechanical tools and equipment employed in repair and servicing work. Ability to drive a variety of motorized vehicles and equipment.

Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, pushing, pulling, lifting, fingering, grasping, feeling, hearing, and repetitive motions. Must be able to perform heavy work exerting up to 100 lbs. of force occasionally; and/or up to 50 lbs. of force frequently; and/or up to 20 lbs. of force constantly to move objects. Must possess the visual acuity to operate machines and equipment including close inspection of moving and small parts.

MINIMUM EDUCATION AND EXPERIENCE

Graduation from high school, supplemented by course work in mechanical and/or electrical trade skills and some mechanical or automotive servicing and light repair experience; or an equivalent combination of education and experience. Must have a valid North Carolina driver's license. Subject to FTA pre-employment, post-accident and random drug and alcohol testing. Must pass background check.

HOW TO APPLY

Contact the Division of Employment Security for an official NC State Application (PD107) or download the application from <http://www.oshr.nc.gov/jobs/general.htm>. Applicants must be registered at www.ncworks.gov prior to submitting an application. Resumes will not be accepted unless accompanied by a completed application. Apply to Division of Employment Security, 2836 Neuse Blvd, New Bern, NC 28560. Craven County Department contact for questions is Rusty Hayes at 252-636-6615.

Craven County is an Equal Opportunity Affirmative Action Employer.

