**CITY OF HARDIN VACANCY ANNOUNCEMENT**

**Assistant Mechanic/Maintenance Worker II**

**PRIMARY OBJECTIVE OF POSITION:** Performs semi-skilled work in maintaining the vehicles and mechanical equipment of the department. Under general supervision, performs a variety of skilled and semi-skilled tasks in the maintenance, construction, and repair of streets, public facilities, sanitation, solid waste, utilities and parks; operates light and medium equipment, and heavy duty trucks. **Also** **perform technical work in the operation and maintenance of the water and wastewater system, including plants, reservoirs, distribution, metering, and booster stations to include locates of water and sewer lines, water and sewer services and water shutoffs.** Work varies, individual judgment within prescribed standards and procedures required; may schedule own work within established guidelines.

**MAJOR AREAS OF ACCOUNTABILITY AND PERFORMANCE:**

**Assistant Mechanic:** Plans, carries out and evaluates preventive maintenance schedules for all vehicles and mechanical equipment. Operates a variety of diagnostic instruments and a variety of hand, electric, and air-driven tools.

Tests, services and repairs vehicles and mechanical equipment.

Inspects, adjusts and replaces necessary units and related parts in the performance of repair and maintenance work.

Repairs brake, engine, electrical, fuel, hydraulic, transmission, ignition, air, exhaust, axle assemblies and related systems.

**Maintenance Worker II:** Performs a variety of skilled and semi-skilled work in the operation, repair and maintenance of buildings, equipment, streets, parks, facilities, water and sewer lines and refuse collection and disposal. Operates and maintains light and medium equipment including tandem refuse trucks, street sweepers, front end loaders, rollers, snow plows, boom trucks, back hoes, street flushers and sewer jets. Uses a variety of hand and power tools; checks tires, oil, lubricant, water, lights and fuel to equipment operated.

Drives and loads refuse collection trucks, performs minor repairs to equipment used, patches streets, assists in the maintenance of park and recreation facilities; performs other tasks as assigned. Prepares records of own activities.

**EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS:** Graduation from high school or GED equivalent plus some specialized training in mechanics, maintenance management, or a closely related field. Minimum Three (3) years of related experience, or any equivalent combination of education and experience. Three years of progressively responsible work in the construction, maintenance and repair of public facilities, or similar activities including the operating of light and medium equipment and trucks.

Must possess a Commercial Driver’s License with appropriate endorsements. Required to provide own hand tools.

**The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment of the position. Will perform such other assignments as may be directed in the day to day operations of the City.**

Entry Level Salary: $16.00 per hour

**Application Closing Date:** Position Open Until Filled.

Required Application Materials and Forms: Completed City of Hardin Job Application

Hours: This position is a full – time Union position; 40 hours per week.

APPLICATIONS available:

City of Hardin

406 N Cheyenne

Hardin MT 59034

665-9292 Or <http://www.hardinmt.com/Wanted.html>

Complete job description available upon request.

EOE and Drug and Alcohol Free workplace. Pre–Employment Drug testing is required. Applicant is Subject to a Background Check.