



POSITION DESCRIPTION

Job Title: Fleet Maintenance Technician
Salary Grade: 16
Date: August 26, 2009

Job Code: 4119
FLSA Status: Non-Exempt

JOB SUMMARY

The fleet maintenance technician is responsible for diagnosing, maintenance and repairs of all light equipment, trucks, sewer cleaning trucks, dump trucks, automotive and heavy equipment all types, makes and models.

ESSENTIAL FUNCTIONS

1. Performs trouble shooting, diagnostics, maintenance, minor and major repairs on all types, makes, models of vehicles, trucks and equipment, gas, diesel, hydraulic systems, electrical systems, vacuum systems and water pumps small and large.
2. Reads technical books and manuals, wiring and hydraulic schematics in the repairs of all types of equipment.
3. Documents all maintenance and repairs.
4. Complies with SAWS safety standards policies to ensure safe work environment.
5. Performs other duties as assigned.

DECISION MAKING

- This position works under general supervision

MINIMUM REQUIREMENTS

- High School Diploma or GED
- Three years' experience in maintaining and repairing gas / diesel engines, hydraulic systems, electrical systems, air conditioning systems, automotive, truck, sewer truck vacuum systems and water pump small and large for pressure trucks.
- Valid Class CDL-A Texas Drivers License consistent with SAWS Driving Policy (or obtain within 6 months of hire date)
- Must be a Certified Texas Department of Public Safety Vehicle Inspector (or obtain within 6 months of hire date)

PREFERRED QUALIFICATIONS

- Automotive Service Excellence Certifications.
- Earned certification of completion in automotive technology or related field.
- Forklift certification.
- Computer skills.

JOB DIMENSIONS

- Communicates effectively, verbally and in writing.
- Regular contact with internal and external customers.
- May be required to work hours other than regular daytime hours such as rotating shifts, nights, weekends, and holidays and on-call.
- Works at any of SAWS maintenance facilities.

PHYSICAL DEMANDS AND WORKING CONDITIONS

Physical requirements include lifting up to 50 pounds. Subject to pushing, pulling, carrying, balancing, sitting, standing, climbing stairs, sustained bending, crawling, squatting, kneeling for long periods of time to perform job scope.

Working conditions are in a shop environment and outside elements such as weather conditions exposure to rain, extreme heat, hot fluids, high noise levels, hazardous chemicals, fuel / exhaust fumes, snakes, poisonous insects, traffic, rugged terrain and construction sites.