



EQUIPMENT TECHNICIAN, LEAD

Department: Planning and Public Works

Job Class: 567500

Pay Range: Maintenance/Trades 33

FLSA: Non-exempt

Represented: Yes

Classification descriptions are intended to present a descriptive list of the range of duties performed by employees in this class. Classification descriptions are not intended to reflect all duties performed with in the job.

GENERAL FUNCTION: This is highly skilled mechanical and lead technician work for Pierce County. Employees occupying this class are responsible for overseeing the maintenance and repair of all types of equipment in the Equipment Services division.

SERIES CONCEPT: This is the fourth level position of the journey-level mechanical positions. This class is distinguished from the Equipment Technician classification by an increased emphasis on administrative functions and lead duties. Individuals in this classification must have the ASE Master certification and must maintain 100% of the required certifications. Employees who do not have the ASE Master Certification at the time of appointment must obtain the ASE Master Certification within one year.

ESSENTIAL FUNCTIONS:

- Monitor and evaluate repair and maintenance of equipment, used by county departments and divisions, performed by all levels of technicians.
- Spot check repairs being performed on vehicles and equipment, and assist technicians as needed.
- Inform supervisor of problem areas regarding employees' activities.
- Provide input on performance evaluations.
- Assign work to technicians and other personnel and ensure tasks are completed correctly and timely; prepare and furnish shop equipment repair orders; and inspect completed work.
- May approve leave requests and work schedules.
- Plan work procedures, using charts, technical manuals and technical knowledge.
- Forecast the necessary parts such as toolboxes, top lights, cab protectors, etc. required for up fitting of incoming equipment and coordinate ordering in a timely manner.
- Maintain records, both computerized and manual, such as charges to the departments and sections receiving repairs; prepare associated cost control data.
- Operate and inspect machines or equipment to diagnose defects; diagnose mechanical failure of equipment and assist in the modification of new equipment.
- Ensure the shop area is kept clean and proper personnel, safety, and public relation practices are adhered to.
- May assist in examining parts for damage or excessive wear, using micrometers and gauges.
- Make minor mechanical adjustments, and replace minor items such as wiper blades and lights.
- Lift, carry, or move parts and equipment weighing up to fifty (50) pounds.
- Maintain regular, predictable, and punctual attendance during regularly scheduled work hours at assigned worksite.
- Meet travel requirements of the position.

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ESSENTIAL FUNCTIONS: (continued)

- Perform the physical requirements of the position; work within the established working conditions of the position.
- Work a flexible schedule, which may include evenings, weekends, holidays, and overtime.
- Perform quality control checks on a representative portion of repaired equipment, after repairs have been made and monitor any follow up repairs.

OTHER JOB FUNCTIONS:

- May perform all the essential functions of a Technician.
- Aid in the training of assigned personnel.
- Perform other related job functions as assigned.

SUPERVISION RECEIVED AND EXERCISED: Work is performed under the general direction of the Equipment Supervisor. This class is responsible for leading and overseeing Equipment Technicians in the maintenance and repair of all types of equipment in the Equipment Services Division.

WORK ENVIRONMENT: The work environment described herein is representative of those an employee encounters while performing the essential functions. Work is performed in a garage, maintenance shop, or in the field at various job sites. Travel to various locations, job sites, or to attend meetings or vendor sites is required. Extended periods of standing, bending, and carrying, lifting or moving parts and equipment may be required. Work is subject to loud noises and hazardous fumes or chemicals and is subject to inclement weather conditions.

PHYSICAL REQUIREMENTS: The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions. This position requires finger dexterity to use and operation hand and power tools, equipment and a personal computer. Standing and bending for extended periods of time. Use of sight and hearing to inspect, observe, and monitor maintenance and repair activities is required. Driving to various sites and work locations may be required.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of:

- Standard practices, methods, materials, tools, and techniques associated with the repair and maintenance of diesel and gasoline equipment used in road maintenance and construction.
- Construction, operation, repair, and maintenance of standard automotive or heavy duty equipment and related machinery.
- Principles and practices of effective supervision.
- Computer systems and their application to a maintenance operation.

Skill in:

- Use and operation of a wide variety of hand and power tools used in repairing diesel and gasoline vehicles and equipment and general automotive equipment.
- Use of diagnostic tools and manuals used to determine problems in a wide variety of maintenance and construction equipment.

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KNOWLEDGE, SKILLS, AND ABILITIES: (continued)

Ability to:

- Plan, assign and coordinate work of co-workers.
- Plan, layout, and assign work of a number of skilled technicians.
- Lead, direct, and guide personnel to obtain maximum productivity.
- Learn computerized operations applicable to the position.
- Establish and maintain effective working relationships with co-workers.
- Stand for long periods of time.
- Bend, stoop, reach, climb, and twist while working on equipment.
- Read and understand technical materials such as repair manuals, parts catalogs and specifications.
- Demonstrate sufficient strength, agility and dexterity to perform the work of the position.
- Work at various shop locations and various work shifts.
- Understand and follow written and verbal instructions.
- Work effectively and productively with others.
- Communicate effectively verbally and in writing to audiences of various social, cultural, ethnic, educational and economic backgrounds.
- Effectively coordinate, perform and complete multiple duties and assignments concurrently and in a timely manner.
- Meet the travel requirements of the position, if any.
- Physically perform the essential job functions of the classification.

MINIMUM REQUIREMENTS TO APPLY: Five years as a journey-level gasoline/diesel technician performing full range of diesel, electrical, hydraulic, welding and machine work is required including one year in a supervisory or lead capacity is desired. Must possess or have the ability to obtain ASE Master Certification within the first year of employment.

SPECIAL REQUIREMENTS AND/OR QUALIFICATIONS: Possession of a valid Washington State Driver's License is required; a valid Washington State Commercial Driver's License, Class A is required for the Equipment Services Division. Satisfactory physical condition as evidenced by a County-approved physical examination may be required.

Tools: Must provide own tool kit with hand tools required to efficiently perform the essential job functions. Tool kit at a minimum shall contain the following:

- Metric and standard, open-end socket wrenches
- Standard open-end wrenches with size 1/4" – 1"
- Metric open end wrenches with sizes 6mm – 20mm
- Standard socket sets 1/4", 3/8", 1/2" drive sizes to 1"
- Metric socket sets with sizes 6mm – 20mm
- Air operated impact wrenches
- Impact socket sets
- 3/8" drill with drill index
- Various pliers, screwdrivers and other small hand tools
- High-Impedance multimeter