



DEPARTMENT OF PUBLIC WORKS
VILLAGE OF WEST MILWAUKEE
4517 WEST BURNHAM STREET
WEST MILWAUKEE, WI 53219
TELEPHONE (414) 645-6238
www.westmilwaukeewi.org

MECHANIC/EQUIPMENT OPERATOR

JOB SUMMARY: This is skilled work in the maintenance and repair of gasoline, diesel, and hybrid engine powered equipment.

NATURE OF WORK: The mechanic in the Department of Public Works performs a variety of skilled work in the maintenance and repair of gasoline, diesel, and hybrid powered equipment. Such work ranges from minor repairs to overhaul of such equipment as trucks, tractors, graders, roller, loaders, street sweepers, cranes, compressors, pumps, and other heavy construction equipment. The work involves welding and machine shop operation. Assignments that are received from the Supervisor.

DUTIES: Examines equipment for mechanical and electrical defects and determines the nature and extent of needed repairs by visual inspection, road tests, and diagnostic equipment. Repairs automotive equipment by adjusting, rebuilding, welding or replacing broken, worn, or damaged mechanical and electrical parts. Inspect, installs, and repairs such parts as clutches, brakes, bearings, pistons, rings, rods, timing gears, ignition components, water and oil pumps, and hydraulic systems and components. Repairs, overhauls, replaces, and installs motor chassis units, including engines, brake systems, standard and automatic transmissions, differentials, steering assemblies, and front and rear axles. Tests equipment for adequacy of repairs. Requisitions supplies, tools, and materials and performs other duties as assigned. Other duties as assigned – see attached Equipment Operator/Laborer job description.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES: Knowledge of the maintenance and repair of gasoline, diesel, and hybrid powered engines; thorough knowledge of the tools, equipment, materials, methods, and practices used in the automotive trade; considerable knowledge of occupational hazards and safe work practices; skill in the operation of mechanical equipment, machine tools, welding apparatus, and hand tools common to the trade; ability to use micrometers, gauges, and other precision and diagnostic instruments; ability to diagnose mechanical failures and defects; ability to understand and effectively carry out oral and written instructions.

MINIMUM REQUIREMENTS:

Graduate of high school, trade, vocational school, or equivalent AND three (3) years experience in the maintenance and repair of late model trucks and heavy motorized road equipment. Completion of an accredited full-time training program in truck and automotive mechanics may be substituted for the required experience on a year-for-year basis to a maximum of two (2) years; or the completion of a truck and automotive apprenticeship and six (6) months of the above experience for the required experience on a year-for-year basis to a maximum of two (2) years.

Possession of a valid Wisconsin Motor Vehicle Operator's License. Must obtain CDL License within six (6) months of employment and maintain the CDL License during employment.

Excellent health, agility, and stamina to perform heavy manual labor for extended periods of time, and to withstand exposure to variable and unfavorable weather conditions.

Probationary period is twelve (12) months and is governed by the Superintendent of public Works and/or Village Administrator.

BENEFITS:

Competitive benefit package and starting pay \$32+/hour depending on qualifications.

EQUIPMENT OPERATOR/LABORER

JOB SUMMARY: This is light to heavy manual labor, performing a wide variety of tasks that do not require a high degree of advanced skill in all Public Works Department tasks.

NATURE OF WORK: An employee in this entry level classification is involved in performing a variety of Public Works maintenance activities either independently or as part of a work crew. The work requires the agility, strength, and stamina to perform heavy manual labor on a continuous basis and to withstand exposure to variable and unfavorable weather conditions. Employees may occasionally operate trucks, equipment, and/or machines incidental to Public Works maintenance activities.

DUTIES: Typical duties include: Collects refuse; maintains storm system; sweep streets; opens blocked street drains and cleans catch basins, culverts, and ditches; maintains sanitary sewer system clean and inspects; assists in the repair of concrete or bituminous pavement; cleans and fills joints and cracks in pavements; breaks down and loads broken pavements; loads and unloads trucks; digs holes and trenches and backfills; assists in repairs to street lighting, traffic control systems, and water main systems; shovels snow, plows snow; erects barricades; spades shrubs and flower beds; trim trees, cuts brush and weeds, and rakes leaves; mows lawns with hand or power mowers; seeds, sods, and waters lawns; serves watch duty and performs simple janitorial tasks in shop areas and storerooms; performs other related manual duties as required. Must remain licensed during the tenure of employment.

An Equipment Operator/Laborer may be assigned to either a day or night shift duty.

An Equipment Operator/Laborer is required to work nights, overtime, and at odd hours when emergency conditions require such duty.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES: Some knowledge of, and skill in the use of common hand tools; some knowledge of specific hazards and necessary safety precautions in performing manual labor; ability to perform heavy manual work for extended periods of time; ability to walk long distances to work outdoors in changing and unpleasant weather; ability to understand and follow oral and written instruction; ability to establish and maintain effective working relationships with other employees and the public.