



Job Description

JOB TITLE: Mechanic
DEPARTMENT: Electric Operations
RESPONSIBLE TO: Electric Operations Supervisor
DATE: September 2026

JOB CONTENT:

Performs all types of maintenance and repair work on the vehicles and construction equipment in the Board's highly diversified fleet, some of which is of a specialized design tailored for the utility industry. Works under general supervision to diagnose equipment problems, malfunctions and defects. Performs any type repairs or maintenance work on gasoline or diesel powered vehicles and construction equipment as needed, including specific diagnostic analysis, transmissions, differentials, front and rear drive assemblies, electrical/electronics systems, fuel injection systems, braking systems, suspension systems, hydraulic systems, pneumatic devices, carburetors, etc....and performs routine service work as required. Cuts, welds and otherwise fabricates and/or installs truck accessories, makes body repairs, etc....using acetylene or electric arc welding equipment. This individual is expected to be able to operate all the specialized equipment in the maintenance shop and to perform repair and maintenance work of any nature at a journey-type trade level. This position is subject to pre-employment and random drug screening and responsible for adhering to the Board's standards for a drug-free workplace.

DUTIES AND RESPONSIBILITIES:

1. Performs maintenance and repair work on all different types of gasoline and diesel powered vehicles and equipment ranging from automobiles to large trucks and construction equipment, including but not limited to backhoes, tractors, trenchers, aerial lift devices, digger derricks, air compressors, loaders, track-driven equipment, mowers, etc....
2. Repairs and maintains automatic and manual transmissions, differentials, front and rear drive assemblies, suspension systems, steering, clutches, fuel injection systems, carburetors, electrical/electronics systems, braking systems, hydraulic systems, pneumatic systems, ignition systems and air conditioning systems as required.
3. Performs maintenance and repair work on electronic diesel engines and air brake systems for large construction vehicles.
4. Replaces brakes, tires, batteries, fluids, filters, hoses, belts, pumps, and switches as necessary.
5. Performs comprehensive preventative maintenance procedures on all vehicles and construction equipment as needed.

6. Cuts, welds and otherwise fabricates and/or installs truck accessories, attachments, brackets, braces and parts for vehicles and construction equipment using acetylene or electric arc welding equipment.
7. Performs body work and repairs on a variety of vehicles and construction equipment and spray paints as necessary.
8. Makes emergency road-side service calls for repairs on vehicles and construction equipment in the field and performs repairs using a limited amount of tools and parts.
9. Reads, interprets and works from instruction booklets, manuals and/or drawings as required.
10. Operates trucks or other equipment as necessary to perform the work.
11. Prepares reports, parts lists, time sheets etc., as required.
12. Washes and cleans vehicles and equipment as directed.
13. Maintains shop equipment in a clean, usable and safe condition at all times.
14. Maintains a well-groomed, professional appearance and conducts himself/herself in a courteous manner.
15. Assists in training other employees to diagnose, repair and maintain the vehicles and construction equipment in the fleet.
16. Makes recommendations and keeps his/her supervisor apprised on operations, tools, malfunctions, safety-related issues, anticipated trouble spots and other equipment failures.
17. Performs other tasks and duties as directed.

SUPERVISORY RESPONSIBILITY:

None. May direct the work of a part-time employee or general laborer as necessary.

EDUCATION AND TRAINING:

Must have high school diploma or GED and a minimum of five (5) years experience as a general line mechanic or other similar experience suitable to the Board. Must have a working knowledge of original equipment manufacturers' and replacement parts for vehicles and equipment. This individual must be capable of being trained in many specialized fields or manufacturers' schools as necessary to continue to have the knowledge base necessary to maintain the Board's fleet at the highest level of technical competency. Must be able to safely operate all types of specialized shop equipment and tooling such as brake lathes, test equipment, presses, lifts, saws, drills, welding equipment and the normal and usual hand tools. Must have the ability to receive and carry-out both oral and written instructions safely and efficiently. Must be able to read and work from instruction booklets, manuals and/or drawings. Must be certified in current first aid practices. Must have and maintain a valid Tennessee Class A Commercial Driver's License (CDL). The following Automotive Service Excellence (ASE) Certifications are desired:

- Master Automobile Technician
- Master Medium/Heavy Duty Truck Technician
- Advanced Level Specialist – Electronic Diesel Engine Diagnostics

RESPONSIBILITY:

Responsible for performing all work in a safe manner and in accordance with applicable safety and work rules to assure personal safety and the safety of others in the work area. Responsible for proper handling and use of expensive and highly specialized shop equipment. Responsible for performing work which may or may not be checked, and if improperly performed, could cause damage to equipment resulting in additional costs to the Board, additional equipment down-time, or could otherwise endanger the lives of employees using such vehicles or equipment. Responsible for operating Board vehicles and equipment on public roads in accordance with all applicable safety rules and regulations.

INTERNAL AND EXTERNAL CONTACTS:

Daily contact with employees and supervisors in the department on an individual basis. Regular contact with employees and supervisors in other departments on an individual basis. Occasional contact with the public on an individual basis.

PHYSICAL DEMANDS OF JOB:

Requires frequent bending, stooping, lifting and working in awkward and strenuous positions in order to repair or inspect vehicles and equipment. Requires above normal mental and visual alertness quite frequently. Requires the physical strength and ability to safely remove and install heavy-duty parts on vehicles and large construction equipment.

WORKING CONDITIONS:

Works inside the maintenance shop the majority of the time with exposure to equipment and machine noise and odors of exhaust and fumes normally associated with a large equipment shop. Works outside as required in any kind of weather to make emergency repairs on vehicles and construction equipment in the field. Subject to call-in at any time for emergency work. Mechanics are required to furnish their own hand tools and tool enclosures.