Mechanic I

Job Summary
Provide minor repairs and preventive maintenance on vehicles and heavy equipment.

Major Responsibilities and Activities

- Perform preventive maintenance per manufacturer recommended procedures and Corporation policy.
- Track when inspections are due and order service kits accordingly.
- Perform minor repairs to lights, mirrors, wipers, electrical wires, tires, and glass replacement.
- Test drive and/or inspect vehicles for wear, damage, or specific problems affective performance.
- Inspect machines using OEM and RIRRC maintenance checklist, repair or report any issues. Perform quarterly landfill equipment inspections and cleaning.
- Provide fluids, greasing, and minor repairs to support operations in field.
- Perform engine tune-ups, including diagnosing items in need of repair, replacement, or adjustment. Make repairs as necessary.
- Perform minor welding and fabrication of items to complete machine repairs and facility equipment repairs.
- Perform routine inspection of machine parts, including but not limited to belts, motors, pulleys, drive systems, teeth.
- Demonstrate continual effort to improve operations, reduce turnaround times, streamline work processes, and work cooperatively to provide quality customer service.
- Attend prescheduled off-site training that may require travel and overnight stay.
- Work safely without presenting a threat to self or others and maintain good housekeeping and clean-as-you-go practices.
- Complete paperwork associated with repairing equipment, parts usage, and accounting for time in repairs, in a timely manner.
- Operate various hand tools and equipment.
- Clean and maintain tools and equipment.
- Perform related duties as required.

Physical/Environmental Requirements

Perform work outdoors and in garage environment with exposure to a variety of weather conditions, dust, debris, grease, and dirt. Must be able to lift/move/carry up to 50 lbs. Must be able to walk/sit/crouch/bend/reach; climb ladders and/or stairs; pulling/pushing;
remain in a standing position for extended period of time; work in small, cramped areas, work at heights greater than ten feet and must be available to work overtime as needed.

Minimum Requirements

- High school diploma plus trade school training or equivalent in experience.
- A minimum of one year related experience or trade school
- Read and interpret manuals and schematics.
- Familiarity with heavy equipment repair and maintenance.
- Ability to fabricate and make minor welding and other repairs.
- Use independent judgment in performing duties.
- Ability to communicate effectively.
- Read, write, and speak English.
- Possess a current, valid driver’s license.
- Perform intermediate math addition, subtraction, division, multiplication with decimals and fractions.
- Basic computer and keyboarding knowledge to enter and extract data and maintain records.
- Must provide own tools.
- Must be able to obtain OSHA 30-Hour Construction Safety within 12 months of employment.
- Must be able to obtain Hoisting Engineers restricted endorsement 204 excavating equipment or equivalent within six months and maintain throughout employment.

We have a great compensation package including medical, dental, pension, 457, PTO, life and disability insurance. Qualified candidates only please send cover letter and resume to humanresources@rirrc.org by July 1, 2020. E/O/E