

# SANTA FE SOLID WASTE MANAGEMENT AGENCY

149 Wildlife Way, Santa Fe, NM 87506-8342

(505) 424-1850

Fax (505) 424-1839

www.sfswma.org

## Recruitment Announcement # 2018-001

**POSITION TITLE:** EQUIPMENT MECHANIC II  
**SALARY RANGE:** \$17.33 - \$27.72  
**FLSA/UNION STATUS:** COVERED / COVERED  
**POSITION STATUS:** CLASSIFIED FULL TIME  
**PERIOD TO APPLY:** Open Until Filled  
**SUPERVISOR:** EQUIPMENT MAINTENANCE SUPERVISOR / EXECUTIVE DIRECTOR  
**WORK LOCATION:** CAJA DEL RIO LANDFILL / BUCKMAN RD RECYCLING & TRANSFER STATION

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**Purpose:** The purpose of the position is to perform preventive maintenance, overhaul, modification, and repair work on all heavy and light equipment at the Caja del Rio Landfill, Buckman Road Recycling and Transfer Station, and solid waste related facilities. This position works within a general outline of work to be performed and developed work methods and sequences under general supervision.

**Job Duties and Responsibilities:** (The tasks below are those that represent the majority of the time spent working in this position. Management may assign additional tasks related to the type of work of the position as necessary.)

1. Diagnoses and performs maintenance, overhaul, modification, and repair work of light and heavy equipment and vehicles, including repairing or replacing engines, fuel injection systems, electronic engine controls, electrical systems, brake systems, HVAC systems, computer systems, drive trains, differentials, etc.
2. Performs preventive maintenance program required by the equipment manufacturers' standards and general preventive maintenance not covered under manufacturer's standards including changing oil and fluids, lubricating, replacing hoses and belts, replacing brakes, checking lights, and tuning engines.
3. Collects oil samples from equipment as part of the scheduled oil sampling program within the preventative maintenance and understands how laboratory analytical results relate to normal wear and tear or failure.
4. Maintains complete and accurate records necessary to the maintenance and repairs of all equipment for cost analysis, inventory control, and buy-back program purposes on forms and / or a computer-based maintenance program.
5. Utilizes pre-trip and post-trip inspection records to assist in scheduled repairs and preventative maintenance. Also, reports any inaccuracy/discrepancy on inspection records to supervisor.
6. Performs light welding and fabrication work as needed.
7. Changes and repairs tires on vehicles and equipment.
8. Communicates for troubleshooting purposes with equipment manufacturers for repairs.
9. Follows the requirements of buy-back programs set forth by equipment manufacturers.
10. Procures materials and supplies in accordance to Agency's purchasing policy.
11. Assists in maintaining and monitoring the fueling system.
12. Ensures a safe, clean and orderly shop is maintained at all times.
13. Provides emergency field assistance to disabled vehicles and equipment.
14. Conducts road tests after repair work is completed to ensure that all vehicles and equipment are mechanically safe and function properly.
15. Attends training, workshops, meetings, etc., as appropriate to maintain or enhance job knowledge and skills.
16. Performs all duties in accordance with applicable policies, procedures, regulations, and standards of quality and safety.

### MINIMUM QUALIFICATIONS:

**Education/Experience:** A high school diploma or GED equivalent and a minimum of two (2) years experience in maintenance, repair, and overhaul of heavy equipment, preferably in the solid waste industry.

**Certification/Licensure/Registrations** Must possess a valid New Mexico Class A Commercial Driver's license (CDL-A) with Haz-Mat endorsement or obtain within six (6) months after date of hire. Requires Refrigerant Recovery certification in accordance with Title VI of the Clean Air Act or obtain within six (6) months after date of hire.

**Special Requirements:** Must have a telephone in the residence or be available by an equally effective means of communication as approved by the supervisor.

**Knowledge/Skills/Abilities:** Requires coordinating or determining time, place or sequence of operations or activities based on analysis of data or information and may implement and report on operations and activities. Ability to communicate with others and to assimilate and understand information, in a manner consistent with the essential job functions. Requires operating or repairing complex machinery or equipment that requires extended training and experience, such as vehicles, trucks, heavy equipment and other mechanical equipment; may involve installation and testing. Ability to make sound decisions in a manner consistent with the essential job functions. Knowledge of occupational hazards, safety practices and requirements.

**WORKING CONDITIONS:** Requires heavy work that involves constantly lifting, pushing or raising objects, exerting between 35 to 50 pounds of force on a recurring basis and 100 pounds of force on a frequent basis. Work requires standing, walking and climbing and work at heights. The job may risk exposure to bright/dim light, dusts and pollen, oil and grease, extreme heat and/or cold, wet or humid conditions, extreme noise levels, vibration, fumes and/or noxious odors, traffic, moving machinery, electrical shock, toxic/caustic chemicals. The job may involve confined spaces. The job requires normal visual acuity and field of vision, hearing and speaking ability, and color perception.

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**HOW TO APPLY**

Submit a completed SFSWMA application to the Human Resource Officer, SFSWMA 149 Wildlife Way, Santa Fe, New Mexico 87506-8342. Resumes will not be accepted in lieu of the SFSWMA application form.

**A COPY OF YOUR HS/GED DIPLOMA AND DRIVERS LICENSE MUST BE ATTACHED WITH THE APPLICATION.**  
**PRE-PLACEMENT PHYSICAL EXAM AND DRUG TEST IS REQUIRED. EEO/AA**