

**CITY OF STUART  
JOB DESCRIPTION**

**Title:** MAINTENANCE MECHANIC  
**Department:** Public Works - Transportation Team  
**Job Code:** 8010  
**Grade:** 7  
**Exempt status:** Non-Exempt

**CHARACTERISTICS OF THE CLASS**

Under the general supervision of the Team Leader, utilizes a variety of tools and specialized equipment and machinery to perform concrete and asphalt-related duties as well as performing daily maintenance and repairs along streets and roads. Work is reviewed through observation and completed work orders for results obtained.

**EXAMPLES OF ESSENTIAL FUNCTIONS**

1. Maintains streets and roads, including cleaning and/or repairing catch basins, swales, curbs or gutters.
2. Repairs and constructs sidewalks and other concrete facilities and structures.
3. Repairs and levels roads and streets by applying and grading asphalt.
4. Operates equipment and tools to include mechanical tools, backhoes, bush hogs, concrete saws, chainsaws, and paint stripers.
5. Operates landscaping equipment to include mowers, edger tools, clippers, and other hand and power tools.
6. Mows grass, edges, and trims bushes; collects debris around detention and retention ponds.
7. Flags traffic to assure safety in construction work zones.
8. Performs minor repairs on tools and equipment.
9. Maintains maintenance and service records, work completed and tools used records.

**Maintenance Mechanic - Transportation Team - continued**

10. Assists other mechanics with repairs areas as directed.

NOTE: The examples of essential functions as listed in this classification specification are not necessarily descriptive of any one position in the class. The omission of an essential function of work does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

**REQUIREMENTS**

**A. Training and Experience:**

High School Diploma or equivalent supplemented by two (2) years experience in concrete and asphalt repair and landscape maintenance and repair. Basic computer skills required. Flagging certification preferred, or the ability to obtain certification within 90 days of employment.

Must possess a valid State of Florida driver license.

**B. Knowledge, Abilities and Skills:**

Knowledge of the occupational hazards and safety precautions and rules associated with the trade.

Knowledge of operation and routine maintenance of light equipment.

Knowledge of traffic control devices (traffic counters).

Knowledge of concrete street saws and chainsaws.

Knowledge of basic techniques and procedures used in streets and grounds repair and maintenance.

Knowledge of safe operation of lawn and landscaping equipment.

Ability to form, pour, and finish concrete.

Ability to make asphalt repairs.

Ability to operate a paint striping machine.

Ability to maintain accurate records and prepare reports.

**Maintenance Mechanic - Transportation Team - continued**

Ability to communicate effectively, orally and in writing.

Ability to perform heavy manual tasks.

Ability to follow oral and written directions.

Ability to work in a variety of weather conditions.

Ability to establish and maintain effective working relationships with other employees and superiors.

Skill in the use of standard and specialized hand and power tools.

Skill in the use of equipment as described in this job description.

**C. Physical Requirements:**

Task involves the regular, and at times sustained, performance of heavier physical tasks such as walking over rough or uneven surfaces, bending, kneeling, stooping, working in confined spaces, stretching, reaching and lifting or carrying moderately heavy (25-50 pound) items and occasionally very heavy (100 pounds or over) items.

Tasks involve the frequent use of eye hand coordination and manipulative skills in performing a variety of tasks with the full range of hand and power tools and shop equipment; or the skilled and complex operation of heavy equipment calling for adherence to exacting standards of depth, grade, dimensions, and contours.

**D. Environment Requirements:**

Task may require frequent exposure to adverse environmental conditions.

**E. Sensory Requirements:**

Task requires color perception and discrimination.

Task requires sound perception and discrimination.

Task requires odor perception and discrimination.

**Maintenance Mechanic - Transportation Team - continued**

Task requires depth perception and discrimination.

Task requires texture perception and discrimination.

Task requires visual perception and discrimination.

Task requires oral communications ability.