



Terrebonne Parish Consolidated Government

JOB DESCRIPTION

POSITION TITLE.....:	Equipment Mechanic II
DEPARTMENT.....:	Public Works
DIVISION.....:	Forced Drainage
CLASSIFICATION/GRADE.....:	Mechanic II/106
REVISED.....:	02/2019
REPORTS TO.....:	Operations Supervisor
REVIEWED.....:	02/2019
WAGES.....:	Non-Exempt (Hourly)

SUMMARY:

This position is under the general supervision of the Forced Drainage Superintendent and the direct supervision of the Forced Drainage Maintenance Operations Supervisor. Incumbent performs any function that may be deemed necessary to contribute to a smooth and efficient operation of the Forced Drainage Division.

BASIC FUNCTIONS:

1. Services and maintains equipment by changing oil, checking fluids, replacing filters, checking belts, hoses, and all other movables and performing some electrical and mechanical tasks.
2. Assist Senior Equipment Mechanics by helping with jobs requested.
3. Must be willing to work extra hours and assist in emergencies and answer telephone if necessary.
4. Must be able to write reports, fill in work orders, time sheets and perform general math calculations.
5. Mechanical experience and aptitude are necessary along with some knowledge about diesel engines and hydraulic systems.
6. Performs other duties as may be requested by the Forced Drainage Operation Supervisor or the Forced Drainage Superintendent.
7. Must be capable of following all applicable safety rules and regulations.

OTHER REQUIREMENTS:

1. Valid Class E Louisiana Driver's License.
2. Capable of driving a vehicle with a manual transmission.
3. Work requires the abilities to perform the following:
 - a. Read instructions, maintenance charts, manuals, and memos.
 - b. Write reports, charts, and time sheets.
 - c. Perform general math calculations.
4. Incumbent will be a Tier 1 responder and will be required to work during all storm events.

EDUCATION/EXPERIENCE:

1. High School Diploma or GED Equivalent
2. Must have knowledge necessary to understand basic operational, technical, or office processes.
3. Over one-year experience is required.