

GOLF COURSE MECHANIC

DISTINGUISHING FEATURES OF THE CLASS: An incumbent in this position has responsibility for the daily maintenance and repair for the fleet of equipment used at the En-Joie Golf Course. This includes but is not limited to, the diagnosis and repair of equipment, preventative maintenance, record keeping of parts and labor, and placing orders for parts and supplies needed for equipment or service. The work is performed under the general supervision of the Director of Golf and/or the Superintendent of Golf with leeway allowed for the use of independent judgment. Supervision is exercised over the work of Laborers, Golf Course Technicians and seasonal employees. Does related work as required.

TYPICAL WORK ACTIVITIES:

Performs, supervises, and maintains a preventative maintenance program on all golf course equipment;
Performs and supervises the daily maintenance and adjustment of golf course equipment;
Performs and supervises the repair of golf course equipment;
Performs reel and bed knife grinding and adjustment on all types of mower units;
Purchases repair parts and replacement supplies;
Coordinates and schedules all equipment repair and/or maintenance;
Uses a variety of tools and equipment in performing the maintenance of golf course equipment;
Inspects and diagnoses mechanical troubles and schedules appropriate preventative work;
Maintains records of preventative maintenance, repairs and parts ordered;
Assigns daily work tasks to appropriate staff;
Trains employees in the safe and proper operation of equipment;
Prioritizes and addresses safety and hazard concerns;
Responsible for general shop maintenance and cleaning to ensure an efficient and safe work environment.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the common practices, tools, terminology and safety precautions associated with equipment maintenance and repair;
Good knowledge of hydraulics, electrical systems, diesel, gas and 2-cycle motors;

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Good knowledge in the operation of shop equipment such as equipment lift, grinding tools, air compression tools, tire changing tools, and welding equipment;
Working knowledge in the proper handling of oils, grease, and other chemical compounds in the shop area;
Knowledge of pumps and spraying equipment used in golf course maintenance;
Ability to identify potential problems and perform preventative maintenance and repairs;
Ability to plan, assign and supervise the work of others;
Ability to communicate effectively both orally and in writing;
Ability to lay-out work for oneself and others;
Ability to adhere to safety precautions when using potentially harmful equipment, tools and machines;
Ability to understand technical literature regarding equipment repair and maintenance;
Ability to maintain a variety of reports;
Ability to use a variety of computer programs;
Reliability;
Mechanical Aptitude;
Dependability.

MINIMUM QUALIFICATIONS:

- A) Graduation from high school or possession of an equivalency diploma and certification from a registered vocational or technical school in small engine repair, mechanical equipment repair, automotive technology, or closely related field; OR
- B) Graduation from high school or possession of a high school equivalency diploma and two years of experience in small engine repair and/or maintenance, or automotive repair; OR
- C) Any equivalent combination of training and experience as defined by the limits of A) and B) above.

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