TOWN OF MARBLEHEAD
NOTICE OF JOB VACANCY

25-Aug-20
Date Posted

APPLICATIONS WILL BE ACCEPTED FOR 5 WORKING DAYS

MECHANIC - DPW
Position Title

26
Grade
925.25 - 1104.06
Salary

7AM - 3PM
MON - FRI
Regular Working Hours

ROBERT DEVER
Department Head

Responsibilities (Brief Job Description):

PERFORMS MAJOR AND MINOR REPAIRS TO VEHICLES, TRUCKS,
HEAVY EQUIPMENT AND SMALL TOOL ENGINES
MUST BE AVAILABLE FOR SNOW AND EMERGENCIES
***PLEASE SEE ATTACHED JOB DESCRIPTION FOR DETAILS***

Interested candidates are invited to submit a resume or application for employment to the
Department Head listed above. Applications for employment are available at the Selectmen's
Office or at the Department of Public Works Office at 3 Tower Way.

All applications will be considered without regard to age, race, religion, color, sex, physical or
mental disability, or national origin.

This memo posted by:

Robert Dever
Name

Director of Public Works
Title
TOWN OF MARBLEHEAD  
POSITION DESCRIPTION

Title: Mechanic  
Number: MBL-71

Department: Highway  
Date: 1/95

SUMMARY:
Under direction of the supervisor of equipment maintenance, using department garage space, tools and equipment, carries out major maintenance, tune-up, and repairs to heavy diesel and gasoline powered equipment like trucks, graders, backhoes, front end loaders, rollers, sweepers and the like of the highway department, and of other town departments as directed.

DUTIES AND RESPONSIBILITIES:
1. Repairs and rebuilds small and large diesel and gasoline engines, hydraulic systems, pneumatic and hydraulic brake systems, transmissions, and front and rear end assemblies.
2. Repairs and rewires all types of vehicle electrical and electronic systems; installs and maintains two-way radio equipment.
3. Repairs and maintains sanding and snow removal equipment, including mounting plows and welding plow frames.
4. Performs body work, including spray painting.
5. Installs new and repairs tires and tubes for all department vehicles.
6. Works from verbal directions, diagrams, sketches, operations manuals, and manufacturers' specifications. Establishes own work plans and priorities, subject to review by supervisor.
7. Performs other duties as assigned, like highway department building maintenance, and repair work for other departments of the town.

PREFERRED BACKGROUND:
High school plus 2 years formal schooling in diesel, gasoline and hydraulic systems; must have knowledge of electrical and electronic systems; Class II Drivers license and Class C hydraulic permit with three to five years related experience.