

VITALE-ROBINSON COMPANIES

Job Description: Diesel Mechanic

Primary Location: Auburn, Groton, Jamesville, Brewerton, and Red Creek

Essential Responsibilities and Tasks

Work Availability

- Must be available to work six days a week (Monday-Saturday)
- Must be able to work a maximum of 12 hours per day as regulated by the NYSDOT. Special circumstances may arise requiring you to work longer than 12 hours.
- Must be flexible to adapt to changing start times
- Must comply with Company's absence and attendance policy & procedures

Competency Requirements (Must be able to)

- Identify problems and resolve them using reason no matter what type of situation
- Write legibly using the English language to fill out reports
- Must possess strong communication skills and speak clearly no matter what type of situation you are in
- Operate as a team, listen to others without interruption, control emotions while giving feedback, build positive moral with others, and focus on resolving conflict peacefully
- Complete work efficiently while working on increased productivity
- Must listen to management, follow instructions, and take responsibility for your actions

Physical Demands of the Job (Must be able to)

- Sit for long periods of time
- Stand and walk while carrying items from 5 to 80 pounds
- Lift, carry, push, and pull items from 5 to 80 pounds
- Climb stairs and ladders while using three points of contact
- Crouch, crawl, and or kneel
- Bend, twist, and turn your body
- Perform repetitive motions for long periods of time
- Grip handrails, tools, and materials
- Reach in all directions (up, down, left and right)
- Must have good distance and depth perception

Environmental Demands (Must be able to)

- Work outside in adverse weather conditions for medium periods of time
- Work in noisy environments
- Endure the vibrations of tools while operating.
- Work in dusty conditions

VITALE-ROBINSON COMPANIES

Safety

- Must work in a safe manner and encourage others to be safe as well
- Must have ability to work with hand and precision tools and other equipment safely
- Must maintain walkways and work areas in a clean, and safe condition
- Must use equipment properly and handle materials safely
- Must work well under pressure, treat others with respect, handle situations in a tactful manner and follow through on duties and commitments
- Must report any and all unsafe conditions to your supervisor
- Must observe all safety precautions and rules specified by Company procedures
- Must report all accidents, injuries, and incidents, immediately and complete a report for the same on the day of occurrence
- Must attend required safety meetings.
- Wear proper work attire (hard hat, safety glasses, vest, work boots, etc.)

Responsibilities and Duties

- Perform minor and major repairs on mixers, conveyors, slingers, dump trucks, roll off trucks, loaders, dozers, excavators, service vehicles, sales vehicles, pump trucks and trailer pumps and trailers
- Responsible for diesel engines, transmissions, brake systems, electrical trouble shooting, steering and cooling systems
- Repairing or replacing faulty parts and systems
- Complete engine rebuilds
- Welding or cutting materials if required
- Ensures services provided are in compliance with safety procedures
- Conduct regular preventative maintenance on all vehicles including service trucks
- Collaborate with repair team to diagnose problems with vehicles and plan repairs
- Perform regular diagnostic tests on trucks
- Maintain accurate records of each repair performed on vehicles
- Keep your work area clean and free of hazards including, wet floors, hoses or cords strung out, or tools/parts left on the floor
- Other duties as assigned

Throughout the Day

- Maintain work area and walkways to keep clean and free of debris
- Ensure that proper work orders are completed for every repair done
- Assist other mechanics with repairs if needed

VITALE-ROBINSON COMPANIES

End of Shift Duties

- Complete a walk around inspection of your work area ensuring that no hazardous situations exist and that all parts and tools have been cleaned up
- Review with your supervisor, the status of any projects that were not completed during your shift
- If using the Lock-out/Tag-out procedure and the repair is not completed by your shift end, you must meet with the second shift mechanic and witness him applying his lock to the device before you remove your lock.
- Punch out and have a great night