

Posted 4/7/2025

Reposted 4/29/2025

Start Rate: \$27.51



# Mechanic

The **Grant County Highway Department** is recruiting for a Mechanic. This position reports to the Lancaster Shop all year round. This position provides maintenance and repairs to a variety of machinery, equipment and vehicles for the Highway Department.

## **Minimum Qualifications:**

### Education:

1. Graduation from high school or high school equivalency
2. Possession of a valid commercial driver's license with air brake endorsement or willing to get one. (Grant County will train and assist with the process of obtaining CDL).
3. Possession of an associate's degree in diesel mechanics, heavy duty mechanics or related field
4. Completion of repair seminars conducted by equipment manufacturer's desirable

### Experience:

1. Two years' experience as a heavy-duty mechanic maintaining and repairing a variety of heavy road equipment, machinery, and late model vehicles including diesel engines preferred.
2. Possession of hand tools of the trade required

Note: Equivalent combinations of job-related education and experience may be considered.

**How to Apply:** A [Grant County application for employment](http://www.co.grant.wi.gov) and job description may be obtained at [www.co.grant.wi.gov](http://www.co.grant.wi.gov) or by contacting the Grant County Human Resources Department (608)723-2540. **A Grant County Application is required and will be accepted at the location listed below. Applications will be reviewed on an ongoing basis or until the position is filled.**

### **Grant County Human Resources**

111 S. Jefferson St.

PO Box 529

Lancaster WI 53813

*This is an **Affirmative Action/Equal Employment Opportunity employer** (AA/EEO). All qualified applicants are encouraged to apply including minorities, veterans, women, and persons with work related limitations.*

## **GRANT COUNTY JOB DESCRIPTION**

**TITLE:** Mechanic

**DEPARTMENT/ AGENCY:** Highway Department

**IMMEDIATE SUPERVISOR:** Shop Lead Worker

**PAY GRADE:** H

**FLSA:** Non-Exempt

### **NATURE OF WORK**

This position provides maintenance and repairs to a variety of machinery, equipment and vehicles for the Grant County Highway Department.

### **MINIMUM QUALIFICATIONS**

#### **Education:**

5. Graduation from high school or high school equivalency
6. Possession of a valid commercial driver's license with air brake endorsement (tanker endorsement required). Grant County will train and assist with the process of obtaining CDL.
7. Possession of an associate's degree in diesel mechanics, heavy duty mechanics or related field
8. Completion of repair seminars conducted by equipment manufacturer's desirable

#### **Experience:**

3. Two years' experience as a heavy-duty mechanic maintaining and repairing a variety of heavy road equipment, machinery, and late model vehicles including diesel engines preferred
4. Possession of hand tools of the trade required

Note: Equivalent combinations of job-related education and experience may be considered.

#### **Knowledge, Skills and Abilities:**

1. Knowledge of standard practices and procedures in testing and repairing various types of diesel operated equipment/vehicles, automotive and other gasoline operated equipment
2. Knowledge of safety techniques used in heavy equipment repair
3. Skill in using hand and power tools
4. Knowledge of the use of tools and equipment applicable to maintenance and repair of motors, engines, components and associated equipment
5. Knowledge of hydraulic and mechanical principles
6. Skill in the use and care of hand and machine tools applied in mechanical repair work
7. Skill in recognizing, diagnosing and correcting mechanical trouble
8. Ability to work well in teams of co-workers
9. Ability to accept constructive criticism
10. Knowledge of hazards and safety precautions of the trade
11. Ability to read and understand written and oral instructions
12. Ability to work effectively and harmoniously with others

### **ESSENTIAL FUNCTIONS**

Under general direction

1. Safely perform accurate mechanical diagnoses, service, maintenance and repair of gasoline and diesel automotive, truck, heavy truck, and construction equipment
2. Examine equipment for mechanical, electrical and hydraulic defects and determine nature and extent of needed repairs by visual inspection, road tests and specialized diagnostic equipment
3. Follow proper safety procedures
4. Repair equipment by adjusting, rebuilding, welding and/or replacing broken, worn or damaged mechanical and electrical parts
5. Remove, repair, overhaul or replace major components, including engines, brake systems, standard and automatic transmissions, differentials, clutches, steering assemblies, front and rear axles, and hydraulic systems
6. Test equipment for adequacy of repairs
7. Requisition supplies, tools and materials
8. Design and fabricate parts to repair equipment
9. Inspect and repair drive train, universal joints and tie rods
10. Repair and replace springs, shock absorbers, king pins and other suspension mechanisms
11. Tune cars, trucks, mowers, and other engines
12. Replace worn plugs, points, rotors, pedals, mufflers, wires, etc.
13. Maintain equipment service and maintenance records
14. Estimate costs and keep records of repair work
15. Keep work area neat and clean
16. Plow snow and apply salt/sand as needed
17. Perform such other duties as may be assigned
18. May be subject to emergency Call-in
19. Evening, weekend and holiday work may be required

#### **SUPERVISION RECEIVED**

General and specific assignments are received and work is performed according to methods and procedures with allowance for independence in judgment in accomplishing the assignments

#### **SUPERVISION EXERCISED**

May supervise other staff in special mechanical projects

#### **ENVIRONMENTAL FACTORS**

Vibrations, noise and odor from heavy equipment; must be able to bend, lift and stoop to perform duties; personal protective equipment is required for many job tasks

#### **CLOSING STATEMENT**

This description has been prepared to assist in evaluating duties, responsibilities and skills of this position. It is not intended as a complete list of specific responsibilities and duties, nor is it intended to limit duties to those listed. It is understood that the supervisor has the right to assign, direct, and modify duties and responsibilities.

Revised 04/25/2024

.....  
I have read and understand this job description. I agree to accept the responsibilities and duties as outlined.

\_\_\_\_\_  
Employee

\_\_\_/\_\_\_/\_\_\_

Date