



# CITY OF ADAK, ALASKA

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## **JOB ANNOUNCEMENT**

<b>POSITION:</b>	Mechanic (20-2002)	<b>DEPARTMENT:</b>	Public Works
<b>REPORTS TO:</b>	Director of Public Works	<b>TYPE:</b>	Permanent
<b>FLSA:</b>	Non-Exempt	<b>FT/PT/INT:</b>	Add-on to Job 20-2001
<b>POSTED ON:</b>	February 06, 2023	<b>CLOSING DATE:</b>	February 25, 2023 (1 <sup>st</sup> Review)

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### **PURPOSE OF POSITION:**

Under supervision, this position assists the department by performing mechanical and/or Heavy-Duty mechanical work on City equipment. This position is an add on to any other municipal position but primarily an add-on to position 20-2001, Public Works Laborer.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Responsible for the maintenance and repair of heavy equipment and other city owned vehicles.
- Assists the department Director to train other employees in the proper operation and general maintenance operating procedures.

### **QUALIFICATION REQUIREMENTS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **EDUCATION and/or EXPERIENCE:**

High school diploma or General Equivalency Degree (GED). Experience in repair and maintenance of heavy-duty diesel equipment and gasoline vehicles.

### **SKILLS and ABILITIES:**

This position must demonstrate the following skills and abilities:

- Ability to accurately troubleshoot and repair equipment such as Front-End Loader, Backhoe, Dump Trucks, Dumpster Truck, Motor Grader and other heavy equipment the city possess.
- Ability to identify and troubleshoot mechanical problems.
- Knowledge in diesel mechanics.
- Interact with the public in a courteous, helpful and professional manner.
- Work with co-workers, outside agencies, and vendors in a professional manner.

### **PHYSICAL DEMANDS:**

This position is a physically strenuous and demanding job, requiring lifting, pulling and managing heavy equipment and objects. This position works in all weather and must be prepared for both extreme heat and cold. This position must ensure that all activities are completed in a safe and efficient way.

The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

This position may at times be exposed to dangerous and/or toxic substances and must take necessary precautions to protect eyes, nose and skin from irritation and infection.

### **WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works near moving mechanical parts; in high, precarious places; and in outside weather conditions and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, extreme cold, extreme heat, and risk of electrical shock

**FOR MORE INFORMATION OR TO APPLY:**

This position is an add on to another position. Indicate the position number in the “Position desired” field with the other position applying for (for example if applying for a Public Works Laborer position with this add-on enter 20-2001 & 20-2002 in the field) Interested candidates must submit a completed employment application (available at [www.adak-ak.gov/jobs](http://www.adak-ak.gov/jobs) or at the office) and any additional materials to [hr@adak-ak.gov](mailto:hr@adak-ak.gov) in PDF format only. Incomplete applications or resumes only will not be considered. Applications sent in other formats (such as .docx, .pages or .zip) will not be reviewed. Completed applications may also be brought to the office Monday – Friday 9:00 AM – 5:00 PM.