# City of Rapid City
## Job Description

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Parks and Recreation Equipment Mechanic I, II, III</th>
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</thead>
<tbody>
<tr>
<td>Job Code:</td>
<td>PEM1, PEM2, PEM3</td>
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<tr>
<td>Job Family:</td>
<td></td>
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<tr>
<td>Pay Grade:</td>
<td>AU03, AU04</td>
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<tr>
<td>FLSA Status:</td>
<td>Non-Exempt</td>
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</tbody>
</table>

**Date Revised:** 1/31/2022

**General Summary:** This position is responsible for servicing, repairing, and maintaining vehicles and equipment to related area of work.

**Essential Duties and Responsibilities:**

*The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Incumbents may be requested to perform job-related tasks other than those specifically presented in this description.*

**Parks and Recreation Equipment Mechanic I:**

- Performs minor welding and cutting with torch under direct supervision.
- Lubricates, changes oil and filter in vehicles, including stationary, diesel powered equipment components and small engines.
- Tests, diagnoses, and repairs vehicles and equipment.
- Maintains clean and safe working environment.
- Keeps service maintenance records and orders supplies.
- Use and understand fleet maintenance software program.
- May be required to work in parks, recreation facilities or golf course as needed.

**Parks and Recreation Equipment Mechanic II:**

- Performs all Mechanic I duties.
- Uses gas and arc welder to heat, cut, weld and fabricate.
- May be required to work in parks, recreation facilities or golf course as needed.

**Parks and Recreation Equipment Mechanic III:**

- Performs all Mechanic I and II duties.
- Establishes work plan and staffing for each phase of projects. Confers with project staff to outline work plan and to assign duties, responsibilities, and scope of authority.
- Acts as lead person in absence of supervisor.
- May be required to work in parks, recreation facilities or golf courses as needed.

**Qualifications:**

**Education and/or Experience:**
**Equipment Mechanic I:** Two-year vocational/technical certificate in operation and repair of gasoline-powered vehicles and equipment or three years’ experience in repair of gasoline-powered vehicles and equipment.

**Equipment Mechanic II:** Two-year vocational/technical certificate in repair of gasoline-powered vehicles and equipment and two years related experience; or five years’ experience in repair of gasoline-powered vehicles and equipment.

**Equipment Mechanic III:** Two-year vocational/technical certificate in repair of gasoline-powered vehicles and equipment and diesel engine repair and two years related experience; or, five years’ experience in repair of gasoline-powered vehicles and equipment, at least three years of which include repair of diesel-powered heavy equipment, hydraulics, and welding.

**Equipment Mechanic II (Golf course only):** Two-year vocational/technical certificate or Associates Degree in Turfgrass Management or five years’ experience in turf grass equipment repair and maintenance.

**Certificates, Licenses, Registrations:**

Must possess a valid South Dakota Class B Commercial Driver’s License (CDL) or ability to obtain within 180 days from date of hire.

**Equipment Mechanic I:** Required to maintain their current license and certification and to obtain a certification in Entry Level ASE Certification

**Equipment Mechanic II:** Required to maintain their current license and certification and to obtain a certification in ASE Professional Technician Certification

**Equipment Mechanic III:** Required to maintain their current license and certification and to obtain a certification in ASE Master Technician Certification

**Working Conditions:**

*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 is regularly exposed to moving mechanical parts and fumes or airborne particles. The employee is frequently exposed to toxic or caustic chemicals and vibration. The employee is occasionally exposed to wet and/or humid conditions; outside weather conditions; extreme cold; extreme heat and risk of electrical shock. The noise level in the work environment is usually loud.

**Physical Demands:**

*The physical demands described here are representative of those that must be met by an employee to successfully perform 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 is regularly required to use hands to finger, handle, or feel; reach with hands and arms; stoop, kneel, crouch, or crawl and talk or hear. The employee is frequently required to stand; walk and sit. The employee is occasionally required to taste or smell. The employee must occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision abilities required by this job include close vision, color vision and depth perception.