

Mechanic

Chemcote, Inc.

Position Title:	Mechanic		
Reports To:	Fleet Manager		
Direct Reports:	N/A	Department/Division:	Paving/Aggregate
Prepared Date:	2025	Last Revised Date:	5/05/2025

Position Overview

The Mechanic is responsible for diagnosing, repairing, and maintaining a wide range of construction equipment and vehicles used in the Chemcote operations similar but not limited to dump trucks, semi-trucks, pavers, graders, rollers, skid steers, pick-up trucks, small equipment, other heavy and small machinery, etc. The mechanic ensures all equipment is in safe and efficient working conditions to support daily operations.

Key Responsibilities (Essential Duties and Functions)

The criteria for evaluation in this position include, but are not limited to, the following:

- Perform inspections, preventive maintenance, and repairs on construction equipment and trucks in accordance with manufacturer specifications and company standards.
- Diagnose mechanical, electrical, hydraulic, etc. issues using diagnostic tools and manuals.
- Troubleshoot and repair machinery similar but not limited to pavers, rollers, compactors, graders, pick-up trucks, dump trucks, general equipment, etc.
- Perform welding and fabrication work as needed for equipment repairs or modifications.
- Maintain accurate records of work performed, parts used, and service schedules.
- Coordinate parts ordering and inventory with the Fleet Manager or procurement staff.
- Respond to emergency field service calls for breakdowns or equipment failures.
- Ensure compliance with all safety regulations and utilize the appropriate PPE for the specific task(s) taking place.
- Assist with maintaining a clean, organized, and safe shop environment, which includes but not limited to the Service Truck(s), Yard and surroundings, Storage Areas, etc.
- Provide input to improve maintenance procedures and reduce equipment downtime.
- Occasionally operate various equipment for testing/servicing to ensure proper repairs/service has been completed.

Other Requirements:

- Display a professional and courteous attitude to co-workers, supervisors, and the general public at all times.
- Must possess a valid and current Ohio Driver's license and have reliable transportation.
- Valid Ohio Commercial Driver's License (CDL) preferred but not required
- Must be willing to work nights and weekends when necessary.
- Report to the assigned job location ready to begin work at the designated start time.
- Strict adherence to safety requirements and procedures as outlined in the Chemcote, Inc., Safety and Fire Prevention Program Handbook.

- Strict adherence to Chemcote, Inc., Company policies and procedures as outlined in Chemcote, Inc., Employee Handbook.
- Willingness to work in a team environment and assist co-workers or supervisors with other duties as required.
- Timely and regular attendance is an expectation of performance for all Chemcote, Inc. employees. Employees will be held accountable for adhering to their workplace schedule.
- Must be willing to take and pass a drug screening, similar but not limited to pre-employment, post-accident, randoms or as deemed necessary by the Chemcote CEO and/or President.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

Education/Experience

- Less than high school education; or up to six months related experience or training; or equivalent combination of education and experience is preferred.
- Minimum 3 years of experience as a mechanic working with heavy construction equipment, preferably in asphalt/aggregate, utility, earthwork or road construction equipment.
- Strong knowledge of diesel engines, hydraulic systems, and electrical diagnostics.
- Ability to read schematics, service manuals, and use diagnostic software and tools.
- Own tools preferred; company may provide specialty tools.

Work Requirements (Preferred, but not required):

- Certifications from organizations such as ASE (Automotive Service Excellence) or NCCER.
- OSHA 10 or 30-hour certification.
- Experience working with DOT-inspected vehicles.

Knowledge/Skill Requirements

LANGUAGE SKILLS:

- *Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence in English.*

REASONING ABILITY:

- *Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form in English. Ability to deal with problems involving several concrete variables in standardized situations.*

Physical Requirements

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 as a minimum.

While performing the duties of this job, the employee is regularly required to stand, walk, reach with hands and arms, and talk or hear.

The employee must 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, peripheral vision, depth perception, and the ability to adjust focus.

	<i>Continuous</i>	<i>Frequently</i>	<i>Occasionally</i>	<i>Not Applicable</i>
<i>Bend</i>		X		
<i>Kneel</i>		X		
<i>Squat</i>			X	
<i>Climb</i>			X	
<i>Stand</i>		X		
<i>Walk</i>		X		
<i>Sit</i>			X	
<i>Reach</i>			X	
<i>Drive</i>			X	
<i>Fine motor</i>			X	
<i>Repetitive Motion</i>			X	
<i>Right</i>		X		
<i>Left</i>		X		

This position requires an employee to lift:

	<i>Continuous</i>	<i>Frequently</i>	<i>Occasionally</i>	<i>Not Applicable</i>
<i>0 – 10 lbs</i>		X		
<i>10 – 25 lbs</i>		X		
<i>25 – 50 lbs</i>			X	
<i>50 – 100 lbs</i>			X	

Work Environment

While performing the duties of this job, the employee regularly works near moving very hot mechanical parts, very hot materials, and is regularly exposed to wet and/or humid outside weather conditions and extreme heat. The employee is frequently exposed to fumes or airborne particles and toxic or caustic chemicals. The employee occasionally works in high, precarious places and is occasionally exposed to toxic or caustic chemicals.

The noise level in the work environment is usually loud.

	<i>Continuous</i>	<i>Frequently</i>	<i>Occasionally</i>	<i>Not Applicable</i>
<i>Hot Weather</i>		X		
<i>Cold Weather</i>		X		
<i>Wet Weather</i>		X		
<i>Exposed to Noise</i>	X			
<i>Exposed to High Heat</i>	X			
<i>Moving Equipment</i>	X			
<i>Working with Others</i>	X			

The statements included in this Mechanic job description are not intended to be all-inclusive. They represent typical elements and criteria necessary to successfully perform the job. Other duties may be assigned as required. Requirements for this job are subject to modification by the Company and its designees, and reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

Signature

Date

Print Employee Name