



JOB DESCRIPTION

TITLE: Mechanic, Industrial Truck

DATE: July 6, 2018

DOT CODE: 620.281-050

NOTE: Statements included in this description are intended to reflect in general the duties and responsibilities of this classification, and are not to be interpreted as being all-inclusive.
Employees of Concrete Supply of Topeka/Builders Choice/Penny's Concrete, may be asked at times to perform duties associated with other job descriptions of the Company.

SUMMARY STATEMENT:

Performs maintenance and services all trucks and/or equipment within the fleet, to ensure ease of operations.

COMMUNICATION:

Communicates with management personnel, drivers, dispatcher, preventative maintenance technician, and office personnel in order to track and receive notification of needed mechanical repairs or vehicle/equipment operation difficulties and/or problems. Receives orders and takes direction from the Plant Manager.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

- Inspects, repairs, and maintains trucks and equipment
- Inspects defective equipment and diagnosis malfunctions

- Inspects and verifies dimensions and clearances of parts to ensure conformance to factory specifications
- Inspects, repairs and maintains automotive and mechanical equipment and machinery, such as pumps and compressors
- Disassembles and overhauls internal combustion engines, pumps, generators, transmissions, clutches and rear ends
- Reads job orders, and/or observes and listens to operating equipment to ensure conformance to specifications or to determine malfunctions
- Adjusts brakes, tightens bolts and screws, and reassembles equipment

GENERAL WORK ACTIVITIES:

Inspecting equipment, structures, or materials; performs general physical activities; handling and moving objects; interacting with computers, co-workers, and public; repairing and maintaining mechanical equipment; repairing and maintaining electrical equipment.

KNOWLEDGE AND SKILLS:

Installation; Testing; Equipment Maintenance: Troubleshooting; Repairing

PHYSICAL CAPACITY:

See Functional Job Analysis for this position (Attached)

PHYSICAL ENDURANCE:

See Post Offer Works Screen for this position (Attached)

WORKING CONDITIONS AND ENVIRONMENT:

May conduct job duties in adverse weather conditions such as rain, snow, wind, and extreme heat/cold. Performs duties while working in cramped work spaces or while in an awkward position. Performs job duties while standing, kneeling, crouching, crawling or while lying on back.

WORK SCHEDULE:

Hours will generally be consistent with plant hours of operation; however work schedule can vary based on supply and demand/availability of drivers.