

Shop Mechanic

Job Summary:

The Shop Mechanic performs tasks involved in the service and maintenance of the company's generator units. This includes wiring, welding, assembling, and use of shop tools and equipment. The position follows standard work methods and practices safe work habits to ensure efficient workflow.

Duties/Responsibilities:

- Performs work as assigned by department supervisor.
- Performs general maintenance by setting valves, oil changes, fluid checks, and other related tasks.
- Performs mechanic skills including, but not limited to, mechanical, electrical, pneumatic, and hydraulic troubleshooting and repair of units.
- Uses computer for diagnostic programs, reports, and communication.
- Reads and interprets equipment manuals and work orders to perform required maintenance and service.
- Performs visual inspections.
- Operates power washer.
- Tracks maintenance on schedule boards; plans repairs and timelines for completion.
- Meets or exceeds equipment preparedness demands.
- Notifies supervisor of any mechanical or material issues.
- Documents actions by completing forms, reports, logs, and records; maintains accurate databases.
- Maintains a clean and safe work environment.
- Performs other duties as assigned.

Job Requirements:

- Must provide your own hand and power tools.
- Must have a basic knowledge of Ohms Law and Power Formula.
- Must have a working knowledge of generators and engines.
- Mechanically inclined with excellent problem-solving skills.
- Excellent verbal and written communication skills.
- Thorough understanding of parts and mechanical systems.
- Proficient with Microsoft Office Suite or related software programs.
- Organized with attention to detail.
- Works well independently and with others.
- Excellent time management skills

Position Type/Expected Hours of Work:

- Full-time
- Typical hours of work: Monday – Friday; 7 a.m. to 5 p.m.
- Overtime and weekend hours as necessary.
- Field assistance as needed.

Required Education and Experience:

- High school diploma or GED.
- Five or more years of previous mechanical experience is required.

Physical Requirements:

- Must be able to bend, stretch, kneel, squat, and climb to perform.
- Must have manual dexterity to manipulate hand and power tools.
- Must be able to lift 50 pounds at a time.
- Must be able to work safely in a noisy area with many odors present.
- Must have enough vision to inspect repair work.