

PINELLAS COUNTY SCHOOL BOARD  
FLORIDA

PCSB: 6870  
Pay Grade: D11

FLSA: Non-Exempt

**SMALL ENGINE MECHANIC - JOURNEYMAN**

**MAJOR FUNCTION:**

Performs lead, skilled, journeyman level work in the mechanical repair and maintenance of gasoline driven equipment and tools, which includes major engine overhauls. Work is performed independently under general direction and reviewed by results obtained. Responsible for setting work priorities in the field.

**DUTIES AND RESPONSIBILITIES:**

- Responsible for setting own daily scheduled and unscheduled work priorities; ensures groundskeeping crews and tradesman have full use of fully operational equipment.
- Performs routine and minor adjustments as well as major repairs to gasoline, diesel, and propane driven equipment and tools such as mowers, edgers, weed eaters, chain saws, masonry saws, paint sprayers, pressure washers, vibrator pumps, cement mixers, generators; adjusts and replaces necessary units and parts; rebuilds engines as needed.
- Diagnoses common defects of motors of gasoline, diesel, and propane powered small engine equipment; detects by inspection broken or wrongly adjusted parts, or improper assembly; determines method of repair and parts required to complete task.
- Uses solvents to clean parts and equipment prior to repair.
- Inspects, repairs, and /or replaces tires/tubes, drive belts, cutting blades/chains, air/oil filters, carburetors; keeps records of repair and service operations.
- Applies knowledge of electrical systems in order to diagnose failures in standard and electronic ignitions.
- Maintains inventories; requisitions parts and materials as needed; contacts vendors for information and to secure parts.
- Maintains repair and service operation records; writes simple reports as required.
- Troubleshoots and repairs groundskeeping equipment in the field.
- Trains and provides lead direction to lower level mechanics; assists with educating personnel using groundskeeping and construction equipment in matters pertaining to safe and efficient operation.
- Operates assigned vehicle in performance of duties at various sites within the county.
- Maintains cleanliness and order in assigned work area and cares for shop tools and equipment and recommends worn or broken items for repair or replacement.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of a GED, plus four (4) years progressively responsible work experience repairing small engines, performing most of the above mentioned duties and responsibilities. The successful completion of up to two (2) years of verifiable formal training in the trade (vocational, military or indentured apprentice school) may be substituted for a like amount of the experience requirement. Possession of a valid State of Florida Class E noncommercial driver's license, and any other license as may be required by law.

ISSUED: 12/79 SSN; REVISED: 7/86 MW; BOARD APPROVED: 2/11/87; REVISED MQ'S: 2/90 MW; BOARD APPROVED: 3/14/90; REVISED: 4/91 PBL; BOARD APPROVED: 8/14/91; MQ'S REVISED: 11/91 PBL; BOARD APPROVED: 3/25/92; REVISED WC: 8/04 LM, REVISED MF, D&R 7/07 AK.

The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities and duties required of those in this classification.

## SMALL ENGINE MECHANIC - JOURNEYMAN

<b><u>WORKING CONDITIONS &amp; PHYSICAL EFFORT:</u></b>	Seldom Or Never	Monthly	Weekly	Daily	Hourly
1. Lift objects weighing up to 20 pounds				X	
2. Lift objects weighing 21 to 50 pounds				X	
3. Lift objects weighing 51 to 100 pounds	X				
4. Lift objects weighing more than 100 pounds	X				
5. Carry objects weighing up to 20 pounds					X
6. Carry objects weighing 21 to 50 pounds				X	
7. Carry objects weighing 51 to 100 pounds	X				
8. Carry objects weighing 100 pounds or more	X				
9. Standing up to one hour at a time					X
10. Standing up to two hours at a time				X	
11. Standing for more than two hours at a time				X	
12. Stooping and bending					X
13. Ability to reach and grasp objects					X
14. Manual dexterity or fine motor skills					X
15. Color vision, the ability to identify and distinguish colors					X
16. Ability to communicate orally					X
17. Ability to hear					X
18. Pushing or pulling carts or other such objects					X
19. Proofreading and checking documents for accuracy				X	
20. Using a keyboard to enter and transform words or data				X	
21. Using a video display terminal				X	
22. Working in a normal office environment with few physical discomforts			X		
23. Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variation, or other conditions					X
24. Working in an area that is very uncomfortable due to extreme temperature, noise levels, or other conditions				X	
25. Working with equipment or performing procedures where carelessness would probably result in minor cuts, bruises or muscle pulls				X	
26. Operating automobile, vehicle, or van				X	
27. Other physical, mental or visual ability required by the job				X	