



# City of Whittier

Gateway to the Western Prince William Sound  
P.O. Box 608, Whittier, Alaska 99693  
(907)472-2327 Fax (907)472-2404

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**JOB DESCRIPTION-- Maintenance Mechanic/Oiler/Operator**  
**Posting Date 8/30/2022**  
**Closing Date (open until filled)**

**Position Title:** Maintenance Mechanic/Oiler/Operator

**Department:** Public Works

**Supervisor:** Public Works Director

**Classification:** -Non-Exempt, Hourly

**Pay Range:** \$64,834 - \$86,883 *Annually DOE*

**POSITION SUMMARY:** Skilled work in the mechanical repair, maintenance, and operation of a variety of gasoline and diesel-powered vehicles, pumps, generator, and to service and operate other specialized equipment under the supervision of the Public Works Director,

Operates Heavy Equipment (Gravel truck, snowplows, loader, grader, backhoe, and other assigned equipment or vehicles.) This is a skilled position consisting of equipment operation, manual labor, and maintenance repair of various pieces of light and heavy motorized equipment used in road construction, road maintenance, snow removal and other generalized work.

Performs Water, Wastewater and Storm Sewer installation and maintenance, snow removal, and/or repair tasks and care of the City of Whittier parks, roads, grounds, buildings, trails, and other duties as directed

**ESSENTIAL FUNCTIONS: Essential and other important responsibilities may include, but are not limited to, the following:**

1. Performs repair and preventative maintenance on a variety of gasoline and diesel-powered equipment.
2. Ability to perform unskilled and semi-skilled maintenance work on various City property.
3. Ability and willingness to work outside in adverse weather conditions (snow, rain, wind, etc.)
4. Ability and willingness to work overtime when necessary. This may include nights and weekends.
5. Must exhibit excellent self-motivation and the ability to accomplish tasks without direct supervision.
6. Must be able to report to work within 1 hour of callout 24 hours a day. Ability and willingness to work overtime when necessary. This may include nights and weekends.
7. Ability and willingness to clean public restrooms, pick up trash, empty garbage cans, etc.
8. Ability to work cooperatively with other employees of the city.
9. Ability to interact with the public in a polite and courteous manner. Must be able to meet and assist the public in a professional manner.
10. The employee must occasionally lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.



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11. Must be able to operate heavy equipment such as Gravel truck, snowplows, loader, grader, backhoe, and other assigned equipment or vehicles.), etc.
  12. All other duties assigned by the Director of Public Works.

## **ESSENTIAL EDUCATION, EXPERIENCE AND SKILLS REQUIRED:**

1. High School diploma or G.E.D. required.
2. Must possess current Alaska Driver's License
3. CDL preferred or able to obtain CDL within 6 months.
4. Maintenance mechanic education and/or four years of experience in the operation, maintenance, and repair of heavy-duty equipment.
5. Ability to read and write English,
6. Ability to add, subtract, multiply and divide in all units of measure, using whole numbers. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.
7. Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.
8. Extensive knowledge of gasoline, diesel and electrical automotive equipment, components, and sub-assemblies; blueprint reading; shop tools; properties of materials utilized in automotive equipment; shop arithmetic.
9. Skill in operation of shop tools and equipment commonly utilized in repairing automotive equipment
10. Ability to independently operate and repair a variety of mechanical, electrical, pneumatic, and hydraulic automotive equipment and components; establish and maintain cooperative relations with those contracted in the course of the work; plan work cooperatively with others and gain their respects and confidence.
11. While performing the duties of this job, employee will be required to walk; reach with hands and arms; balance; stoop; kneel; crouch; and lift heavy objects repeatedly. The employee will be required to function in confined spaces. The employee is frequently required to talk and hear; stand, sit for long periods of time; use hands to handle, feel and use computer keyboard. Specific vision abilities required by this job include close vision and depth perception; ability to operate equipment safely and pass required eye exams for CDL.

**The City of Whittier is an equal opportunity employer and a drug free workplace**

Apply at <https://www.whittieralaska.gov/employment/>

*The above job description is to be used as a guide for accomplishing organizational and department objectives, and only covers the primary functions and responsibilities of the position. It is in no way to be construed as an all-encompassing list of duties. 08/2022*