



VILLAGE OF HANOVER PARK
invites applications for the position of:

Mechanic

An Equal Opportunity Employer

SALARY: \$27.35 /Hour

OPENING DATE: 01/12/18

CLOSING DATE: 02/02/18 04:00 PM

JOB SUMMARY:

Under general supervision, performs skilled mechanical work in the repair and maintenance of Village owned vehicles and other equipment. Diagnoses mechanical and electrical malfunctions and defects for repair. Tunes engines and performs diversified preventive maintenance following established guidelines.

ESSENTIAL DUTIES & RESPONSIBILITIES:

Diagnoses mechanical and/or electrical malfunctions and defects by operating diagnostic testing equipment including tachometer, dwell, timing light, compression and battery testers. Road tests vehicles to locate operational problems and check repair and maintenance before returning to service.

Performs mechanical repairs and overhauls to gasoline, diesel, and hydraulic powered vehicles and equipment including squad cars, Village staff cars, trucks, tractors with backhoe and end loader attachments and dump trucks with snow plows. Obtains or develops cost estimates for equipment replacement or repair.

Tunes engines and performs diversified preventive maintenance of Village vehicles and equipment. Cleans and replaces spark plugs, points, emission controls, fan belts, heating/cooling system hoses. Checks and maintains fluid levels. Greases and oils vehicles and equipment.

Repairs and/or adjusts brake, steering and suspension, drive train and differential systems. Replaces clutches, adjusts linkages, inspects and repairs transmissions, universal joints and differentials.

Repairs or replaces various electrical systems in wiring as necessary including motors, generators, starters, lights, and ignition systems. Installs batteries and terminals.

Prepares service records of preventive maintenance, repair, and other activities as required. Reviews condition of vehicles with operating Departments and discusses the need for major repairs or replacements.

Performs oxyacetylene and electric welding in forming, bending, and tempering steel. Cuts, grinds, and welds metal to fit requirements of repair demands.

Responds to emergency service calls for Village owned vehicles and equipment. Starts and/or tows vehicles from the field or street. Delivers vehicles to garage for scheduled maintenance.

Overhauls or replaces carburetors, blowers, generators, distributors, starters and pumps.

Follows all safety regulations, policies and procedures. Reports all unsafe conditions and acts to supervisor. Reports all accidents to the supervisor immediately whenever possible, but no later than end of the employee's work shift. Follows recognized safe work practices.

Ability to be on call 24 hours a day, 7 days a week.

Performs other duties as requested or assigned which are reasonably within the scope of the duties enumerated.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION &/OR EXPERIENCE:

High school diploma, general education degree (GED) or trade school certified; and five (5) years journeyman experience in vehicle maintenance and repair; or equivalent combination of education and experience. Automotive Service Excellence (A. S. E.) certification preferred but not required.

CERTIFICATES, LICENSES, REGISTRATIONS

Must possess the following certifications and/or licenses: Illinois Commercial Driver's License (CDL).

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.hpiljobs.org>

Job #0112200182
MECHANIC
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OUR OFFICE IS LOCATED AT:
2121 Lake Street
Hanover Park, IL 60133
630-823-5660
jobs@hpil.org

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Mechanic Supplemental Questionnaire

* 1. Do you currently have a valid Illinois driver's license?

Yes No

* 2. Do you have a valid Commercial Driver's License(CDL)?

Yes No

3. If "Yes" please provide which Class of CDL you have (A, B, C?).

* 4. Do you have an Automotive Service Excellence (ASE) Master Technician in Truck and Automotive certification?

Yes No

* Required Question