

LEE COUNTY COMMISSION

Chairman
Bill English, *Probate Judge*
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Members
Doug Cannon, District 1
Ross Morris, District 2
Gary D. Long, District 3
Tony Langley, District 4
Richard LaGrand, District 5

JOB ANNOUNCEMENT

Job Title: Vehicle Technician	Hours of Availability: Monday-Thursday; 6am-4:30pm *On call after hours, to include weekends and holidays.
Closing Date: Until Filled	Position Announcement: HWY25-09-2024
Work Location: Lee County, AL	
Division/Department: Highway	
Reports to: Shop Supervisor	
<input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Pay Range: \$45,078.90 - \$51,840.73

JOB SUMMARY: This position assists in the repair and maintenance of vehicles and equipment.

ESSENTIAL JOB FUNCTIONS:

- Assists in performing preventive maintenance checks.
- Assists in the repair and rebuilding of gasoline and diesel engines; repair and rebuilding of transmissions, differentials, starters, and alternators; repair and maintenance of hydraulic and air brake systems; repair of gas, oil, brake fluid, and transmission fluid leaks; installation and adjustment of clutches; performance of general maintenance; greasing of vehicles and equipment; welding and operating cutting torch; and the performance of suspension work.
- Repairs, replaces, and rotates tires.
- Cleans shop areas.
- Schedules maintenance of vehicles and equipment.
- Maintains service records.
- Maintains parts and supply inventory.
- Responds to service calls during normal work hours and on-call status for stalled or broken vehicles and equipment.
- Answers telephone and provides information and assistance.
- Responds to citizens' questions and comments in a courteous and timely manner.
- Keeps immediate supervisor and designated others fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems.
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities.
- Orders parts for maintenance and repairs.
- Performs other related duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of mechanical repair and maintenance procedures, including tools, materials, and diagnostic equipment.
- Knowledge of county and department regulations, policies and procedures.
- Knowledge of occupational and health and safety regulations including accident causation and prevention.
- Knowledge of the county road system.
- Knowledge of safety practices for equipment, hand and power tools.
- Skill in the basic operation of vehicles and equipment.

- Skill in the diagnosis, repair, and maintenance of a variety of equipment and vehicles.
- Skill in oral and written communication.
- Ability to comprehend and follow safety rules and regulations.

QUALIFICATIONS:

- High School diploma/GED and one (1) year of related experience, or equivalent.
- Possession of a valid state issued driver's license.
- Availability for on-call status at designated times,

Applicants should apply at the Alabama State Employment Office or the Lee County Commission Office (215 South 9th Street, Opelika, Alabama) Monday through Friday, between the hours of 8:30 AM and 4:30 PM. An employee in this position is subject to random drug/alcohol testing. Interested applicants may also fax a completed application to (334) 737-3609 or emailed to humanresources@leeco.us by the closing date. Previous applicants should reapply. For more information visit: www.leeco.us.

Lee County is an Equal Opportunity Employer, we will recruit, hire, train, promote, discipline, and discharge in all eligible job groups without unlawful discrimination based on race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age, disability, marital status, political affiliation or genetic information or any other characteristics protected by law. To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described in accordance to Subtitle A of Title II of the Americans with Disabilities Act (42 U.S.C. 12131).