

PLEASE POST FOR ALL APPLICANTS TO READ
Macon Bibb County Government

POST DATES: 07/14/2017 – 07/24/2017

EEOC CODE:

CLASS CODE:

CLASSIFICATION TITLE: Golf Course Mechanic

JOB CLASS (GRADE): 6

HOURLY RATE: \$13.66

WORK WEEK: VARIES

WORK HOURS: VARIES

DEPARTMENT: BOWDEN GOLF COURSE

DEPT. HEAD: THOMAS B. DOLES

() REPLACEMENT

(X) NEW REQUIREMENT

PURPOSE OF CLASS:

Under general supervision, performs responsible work involving semi-skilled tasks in the maintenance of the golf course equipment. Responsibilities include repairing small engines and maintaining work space. Responsibilities may include operating light trucks in addition to specialized ground maintenance equipment. Performance is reviewed through conferences and observation of results achieved. This position is full time regular.

PRIMARY JOB DUTIES:

- Completes minor repairs to all golf course equipment including lawnmowers, tractors, weed eaters, and irrigation systems.
- Changes oil and performs routine maintenance on all equipment.
- Maintains cleanliness of workspace.
- Organizes, maintains and secures all tools and parts.
- Keeps Manager informed of all needed repairs.
- Maintains detailed records of all repairs and routine preventive maintenance for all equipment.

SECONDARY JOB DUTIES:

- Assists in special projects and performs other miscellaneous duties as required.
- May be required to operate equipment as needed.

EQUIPMENT OPERATED:

- Drills, batteries, wrenches, gas motors, etc.

REPORTING RELATIONSHIP:

- This position reports to the General Manager of Golf.

KNOWLEDGE, SKILLS AND ABILITIES:

- Considerable knowledge of general repair, maintenance activities and of the materials, equipment, procedures and methods used to such activities.
- Knowledge of the principles, practices, hazards and safety precautions of gas powered motor maintenance.

- Working knowledge of professional maintenance techniques.
- Ability to understand and follow oral and written instructions as well as communicate orally and in writing.
- Ability to maintain effective work relationships with fellow employees and with members of the general public.

DESIREABLE EDUCATION AND EXPERIENCE:

- High school graduate or equivalent GED and one (1) year of experience repairing gas powered engines.

NECESSARY SPECIAL REQUIREMENTS:

- Must possess a valid Georgia Driver's License, Class C.
- Requirements may be subject to modification in order to reasonably accommodate individuals with disabilities who are otherwise qualified to perform essential duties of the job.

WORKING CONDITIONS:

- C – CONSTANT (65 100% OF DAY)
- F – FREQUENT (33 – 65%) OF DAY
- O – OCCASIONAL (UP TO 33%) OF DAY
- N – NEVER
- I - INFREQUENTLY – (NOT DONE DAILY)I – OPERATES VARIOUS OFFICE EQUIPMENT
- F – UTILIZES HAND TOOLS AND MAINTENANCE EQUIPMENT
- F – REQUIRES PHYSICAL ACTIVITIES SUCH AS BENDING, STOOPING, CLIMBING AND CRAWLING
- F – OPERATES MOTORIZED VEHICLES
- O – ADVERSE, HAZARDOUS OR UNPLEASANT CONDITIONS
- C – REQUIRES STANDING AND WALKING

LIFTS OR CARRIES:

- F - 10 LBS. OR LESS
- F - 11 – 25 LBS
- F - 26.50 LBS
- I - 78 – 100 LBS
- I - 100 LBS +

If you feel you qualify for the above position, you may obtain an application at the Human Resources Office or complete the General Application located at www.maconbibb.us. Applicants who are not selected to fill the position will be notified by mail. Position postings are to remain posted for at least seven (7) working days before the position is filled so that all applicants qualified for the position will have the opportunity to apply.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER