



Human Resources Department
Forms And Documents

HRP-03 Effective Date: 4/2/01

This position announcement constitutes neither a written or implied contract of employment. The City of Fairhope reserves the right to revise, alter and/or change this announcement and/or the job description for this position, as the City deems necessary.

POSITION ANNOUNCEMENT

The following position is now open. Current employees interested in this position must submit an application within ONE WEEK of the announcement date. Applications for Employment are available at the Fairhope Public Works Bldg, 555 S. Section Street, Monday through Friday, from 7:00 a.m. to 4:00 p.m. or online at www.cofairhope.com. Completed applications and resumes can be mailed to City of Fairhope, ATTN: Human Resources, P.O. Drawer 429, Fairhope, AL 36533, or e-mailed to pandora.heathcoe@cofairhope.com. Applications received after the closing date will not be considered.

Position Information

Job Title: Mechanic Department: Vehicle Maintenance
Job Status: Regular Full-Time Temporary Full-Time *If temporary, give required dates of service:*
 Regular Part-Time Temporary Part-Time *From: _____ To: _____*
Standard Scheduled Hours: 7:00 AM – 4:00 PM Days to be Worked: Monday – Friday
Starting Pay: \$17.12 - \$22.25/ hr
Grade 21

Position Description

General nature/purpose of work:

Maintains vehicle & heavy equipment functional condition; Update records as necessary. Verifies vehicle & equipment serviceability; complies with state vehicle requirements; maintains vehicle and shop equipment (including appearance); contain costs, keep supplies ready; update job knowledge; accomplishes maintenance and organization mission.

Minimum Qualification Standards

Knowledge of vehicle & heavy equipment operations and service.
Ability to keep and maintain legible records on vehicle maintenance.
Ability to read, understand and follow written and/or oral safety regulations and/or City policies and procedures.
Ability to work with minimal supervision
Ability to be insured by the City's general liability insurance carrier.
Knowledge of equipment/machines such as: welders, truck lifts, torches, Diagnostic computer, drill presses, brake lathe, grinders, part washers, Etc.

Education, experience and training:

18 years of age or older;
High school graduate or GED; or
Any equivalent combination of experience and training which provides the knowledge, skills and abilities necessary to perform the work.

CLASS A CDL REQUIRED
A VALID ALABAMA DRIVER'S LICENSE IS REQUIRED.

Date of Announcement: 05/30/2017 Closing Date for Applications: When Filled

Pandora Heathcoe
Human Resources

The City of Fairhope is an Equal Opportunity Employer, maintaining a Drug-Free Workplace. Pre-employment drug testing is performed. The City reserves the right to re-advertise positions or to not fill positions after advertising.