Sumter County is Presently Seeking an
Equipment Mechanic for Public Works
Starting Salary $20,675 - $28,945 DOQ

Examples of Work Performed: Performs preventive maintenance and repair work on County vehicles, heavy equipment and machinery to ensure safe and proper working conditions. Tasks include diagnosing malfunctions, installing and adjusting parts, balancing tires, mounting and removing tires, charging systems, lubricating parts, replacing filters, etc. Prepares and submits maintenance repair worksheets. Operates and maintains a variety of equipment such as bull dozers, motor graders, front-end loaders, cranes, vehicles, trucks, ambulances, fire engines, police cars, compactors, backhoes, excavators, small engines, etc. Use mechanic’s tools, tire balancer, tire changer, diagnostic tools, electric tester, hydraulic lift, press, drill, hand and power tools, etc., to accomplish daily assignments. May assist in supervising inmate workers assigned to shop activities. Remain on call 24 hours per day, seven days per week, for emergencies. Cleans and maintains shop area. Picks up parts, delivers and picks up vehicles from private repair businesses as necessary. Perform related duties as required. Reports to Shop Supervisor.

Required Knowledge, Skills & Abilities: Has the ability to read a variety of policy and procedure manuals, equipment instructions, repair manuals, parts catalogs, etc. Prepare routine reports with proper format. Record and deliver information to explain procedures and to follow verbal and written instructions. Must be able to communicate effectively and efficiently, using mechanics terminology. Is able to operate motor vehicles and heavy machinery. Must be physically able to operate a variety of heavy equipment and machinery, mechanic’s tools, etc. Has the ability to exert up to ten (10) pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. Must be able to lift and/or carry weights of up to fifty pounds.

Minimum Requirements: Requires a high school diploma, supplemented by three to five years of experience in vehicle and heavy equipment maintenance and repair, or an equivalent combination of education, training and experience that provides the required knowledge, skills and abilities. Must possess a valid state CDL driver’s licenses with appropriate endorsements. Must be ASE certified.

Benefits: One of the most important benefits offered to a Sumter County Employee is the opportunity to select the State Health Plan for insurance coverage. The plan offers complete freedom of choice in selecting a doctor or health care provider, the choice of treatment facilities, as well as where and how to purchase medication. Retirement benefits are offered for County employees who are eligible and members of the South Carolina Retirement System (SCRS) or the Police Officers Retirement System (PORS). A complete listing of benefits offered will be given at the interview and again during the benefits orientation.

Qualified applicants interested in applying should:
Visit our website at www.sumtercountysc.org for a pre-employment application
And
E-mail cover letter, résumé and application to Tiffany D. Williams at twilliams@sumtercountysc.org
Or
Fax cover letter, résumé and application to Tiffany D. Williams (803) 774-2827

Opening Date: 01/29/2020
Closing Date: Until Filled

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