Job Title: Grounds Mechanic Foreman                          Exemption Status/Test: Non-Exempt
Reports to: Grounds Supervisor                             Date Revised: April 14, 2016
Dept. /School: Maintenance

Primary Purpose:
Oversee the repairs on all lawn and tractor equipment and repair and safety inspections of all maintenance and booster club trailers.

Qualifications:

Education/Certification:
High school diploma or GED
Valid Texas Driver's License with good driving record / CDL preferred
Required to have Texas state vehicle inspector's license
Minimum five (5) years' experience in diagnosing, troubleshooting, repairing gasoline and diesel engines and hydraulics
Experience with various types of grounds equipment
Ability to complete additional duties assigned

Experience:
Experience with tire repairs and tire equipment tools
Experience in hydraulic equipment
Experience with trailer repairs and trailer wiring
Minimum five (5) years' experience

Special Knowledge/Skills:
Inspect, diagnose, adjust and repair mechanical problems on all maintenance equipment
Keep accurate service records on each piece of equipment and perform preventive maintenance
Knowledge of heavy equipment repair
Knowledge of trailer wiring, braking systems and suspension
Ability to maintain record of trailer inspections/registrations monthly
Ability to use specialty testing tools properly and safely
Ability to order and maintain supplies
Ability to follow directions
Ability to handle high-volume, fast paced work loads
Ability to get along with others
Ability to coordinate assignments in a timely and workable manner to mechanics
Mental Demands/Physical Demands/Environmental Factors

Tools/Equipment Used: Must be skilled with a variety of lawn tools
Motion: Ability to climb on and off equipment
Lifting: Frequently lift 10 to 80 pounds
Mental Demands: Maintain emotional control under stress

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsible and duties that may be assigned or skills that may be required.