



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.