

**CITY OF CONCORD  
CLASS SPECIFICATION**

**CLASS TITLE: EQUIPMENT MAINTENANCE MECHANIC**  
**DEPARTMENT: BEAVER MEADOW GOLF COUSE (Finance)**  
**REPORTS TO: COURSE AND FACILITY MANAGER**

**JOB CODE:**  
**DATE: 07/21**

**JOB SUMMARY:**

Performs a variety of skilled and semi-skilled maintenance and repair work on a wide variety of gas and electric engines, power tools, turf maintenance equipment, and irrigation systems used at the golf course. Performs winter grooming of cross country ski trails. Performs ice maintenance on Parks and Recreation ice skating areas. Performs plowing and sanding duties at Golf Corse and Parks. May be a shared position with Parks and Recreation for a portion of the fiscal year.

**ESSENTIAL JOB FUNCTIONS:**

Adjusts and rebuilds small gasoline and diesel engines and systems on a variety of specialized golf maintenance equipment such as professional greens mowers, triplex greens mowers, light weight fairway mowers, trim mowers, articulating wide area rotary mowers, greens and fairways aerators, computerized chemical sprayers, slicer seeders, and others; repairs and maintains industrial tractors and loaders; performs testing and repairs on small electric motors and systems.

Sharpens, grinds, adjusts, and repairs reel lawn mowers using specialized grinding equipment; repairs, maintains and rebuilds hydrostatic transmissions, hydraulic control valves, hydraulic motors, pumps, and hoses.

Troubleshoots and repairs simple and complex electrical system problems.

Repairs small engine equipment such as chain saws, compactors, abrasive saws, compaction rollers, sweepers, generators, and other similar machinery.

Fabricates tool fixtures from designs and makes modifications to customize tools for equipment repair; performs gas and electrical welding.

Orders parts and supplies; maintains an inventory of parts, equipment, and supplies.

Investigates discrepancies using precision measuring tools.

Performs maintenance on irrigation system including digging up and repairing underground pipes, wires, and pump systems.

Performs maintenance and routine repair work on municipal buildings including but not limited to repairing steps, fences, and doors; maintains and repairs plumbing and heating systems; paints interior and exterior surfaces; completes minor construction on small buildings.

Repairs, adjusts, and rebuilds golf carts; performs preventative maintenance of golf course trucks; repairs and maintains pesticide spray equipment.

Maintains repair and maintenance records electronically.  
Performs other related duties as assigned.

**MATERIAL AND EQUIPMENT USED:**

Precision Measuring Tools

Hydraulic Arbor Presses

Welding Equipment

Other Tools and Equipment as needed

Gauges and Meters

Turf Maintenance Equipment

Various Grinders

Hand Tools

Power Tools

**MINIMUM QUALIFICATIONS REQUIRED:**

**Education and Experience:** High School diploma or GED; and, additional vocational training in engine repair, carpentry, plumbing, and/or electrical repair. Two years of experience in skilled and semi-skilled trades maintenance and repair work; or, any combination of education, training and experience, which demonstrates the knowledge, skills and abilities, required for the job.

**Licenses and Certifications:**

Must have a valid NH driver's license.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

**Knowledge of:**

Tools, methods, and materials used in skilled and semi-skilled maintenance trades.

Occupational hazards and safety precautions.

Golf course operations is a plus.

**Skill in:**

Use of hand tools, shop tools, and maintenance equipment.

Mechanical aptitude.

**Mental and Physical Abilities to:**

Perform strenuous physical work.

Follow written instructions.

Establish and maintain effective working relationships with other workers.

Perform duties while intermittently sitting, standing, stooping, bending, walking, or crouching.

Frequently lift light or heavy objects.

Climb ladders.

Use tools or equipment requiring a high degree of dexterity.

Distinguish between shades of color.

**Working Conditions:**

Work is performed in a very noisy place.

Work exposes the employee to dust, dirt, grease, machinery with moving parts, and irritating chemicals.

Work is performed outdoors.

Work requires the use of protective devices such as masks, goggles, or gloves.

This class specification should not be interpreted as all-inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.