

JOB DESCRIPTION:

Mechanic

Full Time/Non Exempt



Hiring Manager: Karl Heinemann

POSITION DESCRIPTION

JVI Group is a leading heavy/highway contracting firm in Pennsylvania, serving diverse clients like PennDOT, local County & Municipalities and private stakeholders with unparalleled dedication and performance. JVI Group offers robust services including heavy-haul trucking across the Mid-Atlantic region and beyond, milling and paving for residential and commercial properties. We have an extensive fleet of owned dump trucks, heavy-haul trucks, and concrete redi-mix trucks, catering to local quarries, redi-mix plants and contractors.

Our Mechanics are responsible for repairing vehicles and equipment in a safe, timely and cost-effective manner. Whether on the road or working at our shop, mechanics keep our fleet of trucks and construction equipment in safe working order.

ESSENTIAL JOB FUNCTIONS

MAINTENANCE AND REPAIR OF VEHICLES AND EQUIPMENT

- Build, rebuild and/or repair all vehicles and parts (automotive or construction equipment) as may be required by the service department
- Perform preventive maintenance inspection and repairs under the guidelines specified under the preventive maintenance
- Read precision instruments such as micrometers, dial indicators, volts/ammeters, and electronic diagnosis tools to evaluate machinery
- Trouble shoot and perform failure of the component parts and systems on any type of truck or equipment
- Apply knowledge of DOT, EPA, OSHA and PA State Inspection Regulations

OTHER DUTIES

- This position is considered “essential personnel” and will be responsible for responding in inclement weather and assisting with all aspects of snow removal at the shop location. This will include but not be limited to setting up on-call sheets, stocking snow supplies and making sure equipment is in working order
- Must be willing to participate in training classes that are given by JVI Group, Inc. or requested by JVI Group, Inc.
- Must be willing to move into different departments to keep the company running in an efficient manner (This may include shift changes)
- Individuals are expected to maintain superior customer relations, be involved and committed to quality process, be willing to train and give aid to fellow employees, work in an efficient and economical manner, receive constructive criticism and praise in a businesslike fashion, maintain a positive attitude
- Must be willing to work on any piece of rolling stock, vehicle, building or grounds, owned by the JVI Group
- Maintenance of, and an adequate amount of hand tools to accomplish daily assigned tasks
- Other duties as assigned

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REQUIRED KNOWLEDGE, SKILLS & ABILITIES

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily, as assigned. The requirements listed below are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Knowledge, understanding and application of the safety practices related to this position
- Knowledge and understanding of the proper handling of hazardous materials relating to this position
- Must have had training and have a working knowledge of EPA and OSHA rules and regulations
- Apply knowledge of EPA and OSHA Spill Cleanup Regulations
- Must be able to read and write and have the mental capacity to complete required paperwork and records
- Must have working knowledge of most of the systems located on a truck
- Must be able to read testing instrumentation for vehicle starting/charging system diagnosis
- Must be knowledgeable and understanding in at least one of the following specialties: Front End Alignment, Differential Rebuilding, Automatic Transmission Rebuilding, Gasoline Engine Drivability Troubleshooting
- Must be knowledgeable and understand to/of:
 - Troubleshooting and performing failure analysis on some of the component parts and systems on any type truck
 - Balancing of truck tires
 - Removal and replacement and fitting of Manual/Automatic Transmissions, Front Axle Kingpins, Clutch Replacement
 - Air and Hydraulic Brace Replacement and adjustment
 - Diesel engine troubleshooting, injector replacement, injector pump removal/replacement and timing
 - Major truck component replacement procedures
 - Gasoline & Diesel engine tune-up procedures
 - Climate control and air conditioning systems
 - Major engine overhaul
 - Oxygen/acetylene cutting torch
 - Electric Diesel engine control system and troubleshooting procedures
 - Manual truck transmission troubleshooting and rebuilding
 - Steering box adjustment and seal replacement
 - Electric Arc horizontal and vertical welding and using conventional stick and Mig welders
 - Air conditioning repair, Freon evacuation and recycling, air-conditioning component replacement
- Must be able to possess a minimum of a valid "Class B" Commercial Driver's License, with passenger, tank and air brake restriction removed.
- Willingness to obtain a minimum of a valid "Class 7" PA State Inspection license
- Must possess a valid air-conditioning certification
- Must have a least five (5) years of truck repair experience (School may account for part, but not all of this experience)

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WORK REQUIREMENTS

- Must be able to move, operate, lift and store specialized equipment that includes, but is not limited to, hand tools, shop machines and power tools
- Must be able to frequently perform lifting and carrying of vehicle components, parts and hand tools weighing up to 50 pounds, up to waist level. Must occasionally lift vehicle components or parts weighing up to 150 pounds with assistance from co-workers
- Must be able to complete tasks that may require bending, twisting, climbing, squatting, crouching and balancing
- Must be able to frequently enter and exit vehicles with floor level generally from 13 to 66 inches off the ground
- Must be able to spend 100% of the day standing and 60% of the day walking on surfaces such as concrete, metal and gravel
- May spend 100% of the day exposed to heat, cold, water, dust, irritants, etc
- Must be exposed to and work with hazardous materials
- Must have a valid driver's license and transportation

BENEFITS

- Health
- Dental
- Vision
- 401(k) Plan
- PTO
- Holiday

This job description does not restrict management's right to assign or reassign duties and responsibilities to this job at any time.