



Wilkes-Barre/Scranton  
International  
**Airport**

WILKES-BARRE/SCRANTON INTERNATIONAL AIRPORT

POSITION DESCRIPTION

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POSITION

MECHANIC

APRIL 2015

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DISTINGUISHING FEATURES OF THE POSITION:

Performs skilled tasks in mechanical repair and maintenance of all Airport automotive and heavy fleet equipment which includes generators, pumps, loaders and trucks of various classes, snow blowers, runway brooms, large diesel engines, and mechanical devices. Uses independent judgment regarding repairs. Reports to Airport Superintendent.

DUTIES AND RESPONSIBILITIES:

- Performs general troubleshooting, overhaul and repair work on all Airport vehicles and heavy fleet equipment, inspects, adjusts, and replaces necessary parts.
- Helps in snow removal; recommends to Airport Superintendent what parts are to be purchased, keeps all equipment in the ready condition; uses loader and other heavy equipment.
- Keeps all necessary records, inventories, etc;
- Acts as member of crash/fire/rescue force.
- Trains other personnel on proper operating methods of all equipment.
- Files reports needed by Airport Management.
- Responsible for the maintenance garage area, vehicle supplies, and equipment.
- Utilizes computers and various test equipment.
- Performs related work as required

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES.

Excellent knowledge of standard practices and equipment of the automotive/diesel mechanic trades, the operation of gasoline and diesel engines, mechanical repairs, and occupational hazards and safety precautions. Ability to adapt available tools and repair parts to specific repair problems. Skill in the use and care of hand tools employed in motor repair and adjustment work. Mechanical aptitude. Skill in the use of small electrical tools for mechanical repairs to vehicles and other equipment. Good physical condition, honest, and trustworthy. Basic computer skills needed focusing on Microsoft Office. Advanced computer skills a plus.

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EDUCATION & EXPERIENCE

Minimum High School Diploma and four(4) years experience or equivalent combination of education and experience