

METRO Job Description

Class Numbers:	0456/4456	Established:	
Titles:	Master Mechanic	Revised:	9/2009
Pay Grades:	365/475	EEO Category:	
Bargaining Unit:	LIUNA 483		
FLSA Status:	Non-Exempt		

DESCRIPTION

Performs highly skilled work in the maintenance and repair of gas, diesel and steam locomotive, train, rolling stock and train tracks used in the Zoo's Visitor Train Ride program. Supervises other maintenance employees in the repair of train equipment. Performs other maintenance and construction work on animal exhibits and visitor service facilities as required. Supervises scheduling of trains in response to visitor demand and in accordance with safe operating conditions. Supervises engineers and station personnel during operating hours.

DUTIES AND RESPONSIBILITIES

Tasks listed are intended to be descriptive and not restrictive. An employee in this classification may perform any of the tasks listed; however, these examples do not include all the tasks which an employee may be expected to perform.

1. Repairs, replaces and rebuilds components on gas, diesel and steam locomotives and automotive equipment. Responsible for identifying mechanical problems and diagnosing proper repair procedures.
2. Supervises other employees in the daily preventive maintenance and minor repair of train equipment. Coordinates and participates in all major repairs and overhauls of train engines, transmissions, hydraulic systems, wheels and related equipment. Schedules repair work, obtains bids for work which must be outsourced to outside repair shops and supervises the timely completion of major repair work and the rebuilding of equipment.
3. Inspects train tracks and road bed periodically for necessary repairs and possible safety hazards. Makes necessary repairs or supervises a crew in making such repairs.
4. Performs machinist work in the fabrication of metal parts and in the repair and rebuilding of mechanical equipment.
5. Performs welding, plumbing, electrical and hydraulic work as required in the maintenance and construction of animal exhibits and visitor service facilities. Repairs hydraulic doors, electric motors, refrigeration units, water lines, fences, and other machinery used in the environmental control of animal exhibits.
6. Trains designated employees in the proper and safe operation of gas, diesel and steam locomotives and qualifies employees upon completion of the training.
7. Schedules engineers and train operations.
8. Serves as a lead worker on some major maintenance and construction jobs, assigning work, resolving problems, and inspecting the work for conformity to prescribed work orders and standards of safe and efficient performance of duties.

9. Fulfill Metro's employee values of Public Service, Excellence, Teamwork, Respect, Innovation, and Sustainability. These duties include but are not limited to:
 - a. Maintaining positive relationships;
 - b. Respecting diversity of ideas and perspectives of others;
 - c. Demonstrating sustainable practices;
 - d. Assisting the public, public officials and other employees in a professional and courteous manner;
 - e. Developing safe work habits and contributing to the safety of self and co-workers;
 - f. Contributing to a positive team atmosphere; and
 - g. Having regular and punctual attendance.
10. Perform assigned duties during an emergency situation.
11. Other duties as assigned.

JOB SPECIFICATIONS

(These are any combination of education and experience that has provided knowledge, skills and abilities to perform the duties of this position. Prior work experience and educational requirements listed are typical ways of obtaining the required qualifications. Other equivalent combinations of education, training and experience will be considered.)

1. Job Preparation

Education and Work Experience

- Sufficient education to demonstrate an ability to read and interpret technical manuals and written instructions. Any satisfactory equivalent combination of experience and training which insures the ability to perform the work that may substitute for the above.
- Considerable experience in the repair and maintenance of locomotive, automotive and small engine equipment, including experience with gas, diesel and steam locomotives. Some supervisory experience. Some experience in the maintenance of a railroad track and roadbed. Some general building maintenance and construction experience.

2. Necessary Knowledge, Skills and Abilities

Knowledge of:

- Tools, equipment and technology used in the repair and maintenance of locomotive, automotive and small engine equipment.
- Principles of internal combustion, diesel and steam engines.
- Principles of pneumatic and hydraulic systems.
- Proper installation, maintenance and safety precautions associated with train tracks and road beds.
- Occupational hazards involved in the safety precautions necessary in the area of the specific assignment.
- Standard practices, methods, tools and materials of carpentry, plumbing, welding and electrical trades.

Skill to:

- Locate, diagnose and perform corrective action.
- Work from pencil sketches, blueprints, technical manuals and written instructions.
- Use and caring for tools and equipment of the trade.
- Estimate materials and time required to complete a job.
- Operate locomotive, automotive and heavy equipment.

Ability to:

- Lead the work of unskilled and skilled workers.
- Train locomotive engineers to perform heavy manual labor for extended periods, often under inclement weather conditions.
- To work around exotic and sometimes dangerous animals and to react quickly to hazardous conditions.
- To be meticulous in the clean-up of work areas within the animal exhibits.
- Apply Federal, State, local laws, regulations, and agency policies and procedures for respective field.
- Use discretion with confidential and sensitive matters.
- Fulfill Metro's employee values of Public Service, Excellence, Teamwork, Respect, Innovation, and Sustainability.
- Work in a safe manner and follow Metro safety policies, practices, and procedures.
- Perform all essential duties of the position.

3. Special Requirements

- Successfully pass the background checks and screening requirements of the organization for this particular position.

4. Tools and Equipment Used

- All standard office equipment including but not limited to computer and printer, fax machine and copy machines; computer software including MS based word-processing and spreadsheets.

5. Supervision

- Works under the general supervision of the supervisor/manager. Receives assignments and specific instructions as required with the methods and procedures used left to the discretion of incumbent employees. Independence of action is stressed particularly in the repair, maintenance and operation of train equipment.
- Exercises supervision over mechanics, general maintenance and construction workers when they are involved in the repair of vehicles, train equipment or tracks. Supervises all personnel involved in the operation of trains and station facilities. May also serve in a lead worker capacity on maintenance and construction jobs. Assigns work, resolves problems and inspects for conformity to prescribed work orders and standards. Has no authority for the final discipline, hiring or dismissal of employees.

6. Work Environment

The work environment characteristics described here are representative of those an

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employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

- Duties may require prolonged strenuous efforts in hazardous locations, contaminated areas, enclosed spaces, at heights, under inclement weather and other adverse conditions.

The job classification description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.