



Office of Human Resources
Asphalt Plant Mechanic - CJ3102

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General Statement of Duties

Performs skilled journey level work in the maintenance and repair of asphalt plant equipment.

Distinguishing Characteristics

The Asphalt Plant Mechanic is distinguished from the Asphalt Plant Operator which operates asphalt plant equipment to produce hot asphalt mix and other mix designs used in the construction and maintenance and roadways. It is also distinguished from the Asphalt Plant Mechanic Lead which performs regularly assigned lead work over Asphalt Plant Mechanics, technicians and Equipment Operators engaged in the inspection diagnosis, repair, maintenance and operation of the plant, crusher, snow material conveyors, and equipment.

Essential Duties

Performs preventative, predictive and corrective equipment maintenance; reviews operation of plant equipment and systems to minimize unplanned downtime, anticipate problems and to identify opportunities for improvement.

Inspects equipment for safe and proper operation and perform preventative maintenance per manufacturer's specifications.

Diagnose, repair, and rebuild all asphalt plant and crusher systems including baghouse/cyclone, dryer/drum mixer, conveyors, control room, emissions controls, burners, scale load cell, crusher impactor, scalper screen and all other components using standard and specialized equipment, cranes, hoists and diagnostic tools.

Installs and replaces bearings, speed reducers, shafts, pulleys, idlers, motors, couplings, conveyor belts, aggregate feeders, and pneumatic systems.

Welds, cuts and fabricates plant parts.

Examines parts for damage or excessive wear, using micrometers and gauges.

Analyzes malfunctions and repairs, rebuilds, and maintains equipment.

Inputs numeric and operational data into a computer system for asphalt plant production activities.

Operates controls for loading trucks with material.

Monitors material temperature and quality.

Assists in the training of Asphalt Plant Operators.

By position, may be required to be on-call to address emergent needs.

Performs other related duties as assigned.

Employees may be re-deployed to work in other capacities in their own agencies or in other City agencies to support core functions of the City during a City-wide emergency declared by the Mayor.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

Competencies

Accountability - Holds self and others accountable for measurable high-quality, timely, and cost-effective results. Determines objectives, sets priorities, and delegates work. Accepts responsibility for mistakes. Complies with established control systems and rules.

Attention of Detail – Is thorough when performing work and conscientious about attending to detail.

Oral Communication – Expresses information to individuals or groups effectively; taking into account the audience and nature of the information; makes clear and convincing oral presentations; listens to others, attends to nonverbal cues and responds appropriately.

Reading – Understands and interprets written material including technical material, rules, regulations, instructions, reports, charts, graphs, or tables and applies what is learned from written material to specific situations.

Technical Competence - Uses knowledge that is acquired through formal training or extensive on-the-job experience to perform one's job; works with, understands, and evaluates technical information related to the job; advises others on technical issues.

Knowledge & Skills

Knowledge of welding and fabrication.

Knowledge of machines and tools, including their designs, installation, uses, repair, and maintenance.

Knowledge of safety hazards and necessary safety precautions sufficient to be able to establish a safe work environment for self and others.

Level of Supervision Exercised

None

Education Requirement

Graduation from high school or possession of a GED, HiSET or TASC Certificate.

Experience Requirement

Three (3) years' experience in the maintenance and repair of asphalt plant equipment or related equipment.

Education & Experience Equivalency

Additional appropriate education may be substituted for the minimum experience requirements.

Licensure & Certification

This job requires driving. Requires a valid Driver's License at the time of application.

Requires a valid Commercial Driver's License (CDL "B") with appropriate endorsements within six (6) months of hire.

Licenses and certifications must be kept current as a condition of employment.

Working Environment

Potential exposure to hazardous chemicals.
Potential exposure infections and contagious diseases.
Subject to hazards of flammable, explosive gases.
Potential exposure to cold weather conditions (indoor/outdoor).
Potential exposure to housekeeping/cleaning agents/chemicals.
Potential exposure to hazards from electrical/mechanical/power equipment.
Potential exposure to hazards of steam and heat.
Noise: sufficient noise to cause distraction or possible hearing loss.
Subject to burns and cuts.
Subject to electrical and radiant energy hazards.
Subject to injury from moving parts of equipment or vehicles.
Subject to many interruptions.

Level of Physical Demand

4-Heavy Work (50 - 100 lbs.)

Physical Demands

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs).

Balancing: Maintaining equilibrium.
Carrying: Transporting or moving an object.
Climbing: Ascending or descending an object or ladder.
Color vision: Ability to distinguish and identify different colors.
Crawling: Moving about in a low or crouched position.
Crouching: Positioning body downward and forward.
Depth Perception: Ability to judge distances and space relationships.
Eye/Hand/Foot Coordination: Performing work through using two or more body parts or other devices.
Field of Vision: Ability to sharply detect or perceive objects peripherally.
Fingering: Picking and pinching, through use of fingers or otherwise.
Handling: Seizing, holding, grasping, through use of hands, fingers, or other means.
Hearing: Perceiving and comprehending the nature and direction of sounds.
Kneeling: Assuming a lowered position.
Lifting: Moving objects weighing no more than 100 pounds from one level to another.
Pulling: Exerting force upon an object so that it is moving to the person.
Pushing: Exerting force upon on object so that it moves away from the person.
Reaching: Extending the hands and arms or other device in any direction.
Repetitive motions: Making frequent or continuous movements.
Standing: Remaining in a stationary position.
Stooping: Positioning oneself low to the ground.
Talking: Communicating ideas or exchanging information.
Vision Far Acuity: Ability to perceive or detect objects clearly at 20 feet or more.
Vision Near Acuity: Ability to perceive or detect objects at 20 inches or less.
Walking: Ability to move or traverse from one location to another.

Background Check Requirement

Criminal Check
Employment Verification
Motor Vehicle Record

Assessment Requirement

None

Probation Period

Six (6) months.

Class Detail

Pay Grade: NE-13

FLSA Code: N

Established Date: 7/7/2019

Established By: AD

Revised Date: 8/3/2023

Revised By: AD

Class History: 10/30/2022 – Removed “lead work” duties because there is a need for a new class called Asphalt Plant Mechanic Lead.

8/3/2023 – Minor revisions and adding requirement of CDL “B”.