



**June 17, 2022**

**JOB OPPORTUNITY**

**Mechanic I**

**New Budgeted Position-Monroe location  
Posted to Internal Employees and External Applicants**

**PURPOSE OF POSITION:**

To train in the maintenance and repair of all company vehicles and line type equipment for safe and proper operation.

**QUALIFICATIONS:**

All requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees. Require the ability to satisfactorily pass Walton EMC's employment entrance examination and drug screen.

**EDUCATION AND/OR EXPERIENCE:**

Require High School Graduate/Equivalent. Require one year experience as an assistant mechanic or equivalent work experience in vehicle maintenance, line type equipment maintenance, and welding. Prefer a minimum of two years technical school training in automotive mechanics. Require a demonstrated mechanical aptitude; proficiency with vehicle maintenance tools and equipment.

**LANGUAGE SKILLS:**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.

**MATHEMATICAL SKILLS:**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

**REASONING ABILITY:**

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

**CERTIFICATES, LICENSES, REGISTRATIONS:**

Require the ability to have and maintain a valid Georgia driver's license; to have and maintain DOT certification.

**OTHER SKILLS AND ABILITIES:**

Require the ability to work with computerized scanner.

**PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl and talk or hear. The employee is frequently required to sit. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

**WORK ENVIRONMENT:**

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts; fumes or airborne particles and vibration. The employee is frequently exposed to outside weather conditions and risk of electrical shock. The employee is occasionally exposed to high, precarious places and toxic or caustic chemicals. The noise level in the work environment is usually loud.

**WORKING CONDITIONS:**

Majority of work inside vehicle maintenance garage; some work outdoors for making road service calls.

**WORKING RELATIONSHIPS:**

**Internal:** Two-way communication with the shop supervisor on work related plans and approval; to receive direction, approval, training and guidance as needed for performance improvement. Receive training and directing from senior mechanics as required.

**External:** Demonstrate an awareness that the job exists to effectively serve each and every member, and at every opportunity to achieve increased member and public understanding for support of the cooperative.

This position is a non-exempt Grade 3106. Minimum salary is \$23.84 an hour.

Applications will be accepted until 4:30 p.m., Friday, June 24, 2022. Internal applicants may apply by written internal application with the Human Resources Department. External applicants may apply by written application at the Monroe, Snellville, or Watkinsville Office. May fax resume to 770-266-2544 or email to [careers@waltonemc.com](mailto:careers@waltonemc.com). Contact Human Resources with any questions.

Equal Opportunity Affirmative Action Employer  
Minorities/Females/Individuals with Disabilities/Veterans/Sexual Orientation/Gender Identity

**WALTON ELECTRIC MEMBERSHIP CORPORATION  
MECHANIC I  
ENGINEERING AND OPERATIONS DEPARTMENT  
LEVEL: 3106**

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

The following are the essential duties of this position and do not include marginal functions that are incidental to the performance of fundamental job duties. The scope and duties of a given position may change or be temporarily altered based on the business needs of Walton EMC. This document does not create an employment contract, implied or otherwise, other than and "at will" employment relationship.

I. Assists in inspections of company vehicles and line type equipment as part of the preventive maintenance program.

A. Under supervision, learns to recognize problems with vehicle and line type equipment and makes the necessary mechanical repairs.

B. Troubleshoot and repair hydraulic systems as directed.

C. Rebuilds engines, drive trains and booms as directed.

D. Tunes engines as directed.

E. Learns to perform welding and fabrication as required.

F. Prepares written records of all maintenance and repairs that are performed.

II. Repairs and operates cooperative vehicles and equipment in a safe manner, in compliance with cooperative standards and manufacturers' instructions.

A. Assists in performing body work and painting preparation on vehicles and equipment.

B. Maintains own vehicle maintenance tools.

C. Makes service calls when necessary.

D. Maintains availability for necessary overtime and promptly responds to calls.

E. Participates in job training and safety meetings.

F. Participates in annual meeting as required.

G. Maintain clean environment: work area in shop, service truck, parts storage area, and tire storage area.