



**TOWN OF WEST WARWICK  
JOB VACANCY  
Fleet Maintenance Mechanic**

The Town of West Warwick is accepting applications for a Fleet Maintenance Mechanic.

**Duties and Responsibilities Include:**

- Carries out diagnostics, maintenance, and overhaul work on automobiles, light and heavy trucks, and construction equipment including but not limited to: sweepers, backhoes, pay-loaders, tractors, compressors and related electrical, hydraulic, air, and mechanical systems. These systems include but are not limited to ignition, braking, safety, hydraulic, and air.
- Replaces or fabricates, adapts and/or machine parts as needed to complete repairs. The knowledge and skill of use with the tools and equipment required to perform the repairs is a must.
- Keeps recorded list of parts, fluids, supplies, and labor hours used during repair work. The list is then turned into the Fleet Manager at the completion of the assigned job.
- In the event of a work stoppage due to the lack of repair parts or materials, the mechanic will report to the Fleet Manager for reassignment.
- Performs other related work as required.

**Qualifications:**

- Minimum five (5) years experience in the automotive repair trade with a history that demonstrates dependability, safety, and an ability to understand and carry out oral and written instructions.
- Considerable knowledge of the principals and operations of gasoline and diesel engines, transmission, and drive line.

- Considerable knowledge in diagnosing electrical and mechanical problems and auxiliary equipment.
- Two (2) Automotive Service Excellence Certifications are required to be obtained within 6 months of employment and one shall be either gasoline or diesel engine repair.
- Rhode Island Inspector's License.
- Commercial Drivers' License with endorsements to drive air brake trucks. Required to be obtained within 6 months of employment
- Certified for Air Conditioning service and repair. Required to be obtained within 6 months of employment
- Hand tool and air tools from ¼" to ½" drive sockets and ratchets, wrenches to 2", screwdrivers, pliers, and hammers. Toolbox and tools are to be comparable to those required but not limited to tools used in comparable repair shops.

**Educational:**

- High school diploma or GED equivalent desirable.
- Demonstrate the ability to understand and communicate work-related information.
- Demonstrate basic mathematical skills in addition, subtraction, multiplication, and division.
- Demonstrate experience as an automotive mechanic, preferably on heavy equipment or completion of an apprenticeship in this vocation.

To apply please complete an application on our website [www.westwarwickri.org](http://www.westwarwickri.org) and return it to [safournier@westwarwickri.org](mailto:safournier@westwarwickri.org) or mail to West Warwick Town Hall, Attn: Human Resources, 1170 Main Street, West Warwick, RI 02893. The position is open until filled.

AA/EOE/M/F/D/V