



Position Title Mechanic  
Company NEO  
Location Mentor, OH  
Department Mechanic  
Posting Date 6/04/21 Posting Expiration Date 6/11/21

### **PRIMARY FUNCTION**

The Mechanic performs a wide variety of tasks in the field relating to the planning, installation, and maintenance of piping system, and to serving its residential, commercial and industrial customers. This individual's primary work is on the piping system, pressure regulating equipment, and customer metering. Daily duties entail performing installations, rebuilds, and adjustments of nearly any component of the utility field infrastructure.

The Mechanic is primarily responsible for new gas facility installation and maintenance which may require interactions with business proprietors, homeowners, and industrial plant owners and operators.

#### **New Construction**

- Follow Manager's directions on new construction activities
- Follow Manager's directions on system maintenance
- Minor troubleshooting of gas facilities and equipment
- Operate and maintain company vehicles and equipment necessary for job functions.
- Control job inventory
- Provide as-built information for company records
- Self-inspect company construction activities
- GPS new and existing pipeline systems as necessary on site
- Maintain a working knowledge of company Operations and Maintenance Manuals and Construction Manuals

#### **Miscellaneous**

- Maintain Operator Qualifications
- Be available for after hour call outs
- Respond to Emergency situations
- Maintain company tools and equipment

### **QUALIFICATIONS**

High school diploma is required for this position. Experience operating heavy equipment is required. The individual will be expected to have or obtain Class "A" Commercial Driver's License.



## **COMPETENCIES**

- Ability to clearly communicate complex ideas verbally and/or in writing is crucial for ease of understanding between customers, authorities, and fellow employees.
- Experience as a heavy equipment operator, utility pipelines, or plumbing industries.
- Maintain a General knowledge of pipeline safety regulations put forth by local, state and federal agencies.
- Maintain a working knowledge of companies Operations and Maintenance Manual and Construction Manuals.
- A motor vehicle operator with valid license is required, and the applicant must be bondable with no record of felony convictions. Applicant will be required to have or obtain Class "A" CDL.
- Experience with Microsoft office as similar computer programs is desirable.

## **WORKING CONDITIONS**

### **PHYSICAL DEMANDS:**

Daily activity is fast paced, physically demanding, and with production goals. Duties involve heavy lifting and manual labor. The individual must be available for emergency call-outs and be able to work extended hours; job site reporting is common.

Majority of the workday is spent outdoors; therefore this individual is exposed to (and must have tolerance for) extremes of heat, cold, noise, and dust. Exposure to construction equipment and normal driving hazards is encountered regularly.

### **SAFETY SENSITIVE JOB:**

This is a safety sensitive job and as such is subject to random drug testing as required by the U.S. Department of Transportation (D.O.T.). Employment is contingent upon passing a pre-employment physical examination and completing DOT OQ courses.

### **Application Process:**

Internal candidates should complete the internal posting form and send the form to Annmarie Vincent, Human Resource Manager by the posting expiration date. Please include a resume if applicable.