



# HYLAND HILLS

*Park & Recreation District*

## POSITION OPENING

### **Golf Course Equipment Mechanic**

Full-Time Position

Salary Range: \$40,400.00 - \$56,600.00

#### **QUALIFICATIONS**

Hyland Hills Park & Recreation District is looking for a highly motivated individual to join our team. Position requires a high school diploma or equivalent. Minimum of 3 years' experience as a journey-level mechanic, including some experience in the maintenance, repair, and rebuilding of gasoline and diesel engines, hydraulics, and set up and sharpening of reels and bed knives. Minimum of two years golf course experience preferred. Automotive technicians are welcome to apply.

#### **JOB FUNCTION**

Implements a comprehensive preventative maintenance program for all equipment; troubleshoots and makes major and minor repairs on a variety of gasoline and diesel-powered equipment; keeps all equipment in efficient, operable condition at all times; maintains a record of service and repairs; organizes and maintains a clean work area.

#### **JOB DESCRIPTION**

See attached job description detailing work environment and essential duties.

#### **BENEFITS**

Medical, dental, vision, life insurance, AD&D, LTD insurance, flexible spending account, paid vacation leave, sick leave, personal leave, paid holidays and 401(k)-retirement plan.

#### **APPLICATION REQUIREMENTS**

A Hyland Hills Park & Recreation District **application and a current resume are required** – incomplete or missing applications/resumes may not be reviewed.

The required District application may be found on our website at [www.hylandhills.org](http://www.hylandhills.org)

Submit to: Hyland Hills Park & Recreation District, 8801 N. Pecos Street, Federal Heights, CO 80260, Attn: Human Resources; or sent via email to [hr@hylandhills.org](mailto:hr@hylandhills.org) or faxed to 303-650-7594

#### **APPLICATION DEADLINE**

This position is open until filled.



# HYLAND HILLS

## *Park & Recreation District*

### **JOB DESCRIPTION**

**Title of Position:** Golf Course Equipment Mechanic

**Department:** Golf Course

**Reports To:** Equipment Manager

**Dated:** March 2020

**Fair Labor Standards Act:**  Exempt  Non-exempt

#### **General Purpose:**

Under general supervision of the Equipment Manager, implements a comprehensive preventative maintenance program for all equipment; makes major and minor repairs on a variety of gasoline and diesel-powered equipment; keeps all equipment in efficient, operable condition at all times; general mechanical & electrical troubleshooting; maintains a record of service and repairs; organizes and maintains a clean & organized work area; and performs related tasks as required.

#### **Essential Duties & Responsibilities:**

1. Performs preventative maintenance of many types of golf course maintenance equipment.
2. Inspects, adjusts, diagnoses and repairs mechanical defects or failures in golf course and other District equipment; including general overhaul of motors; repairs differentials, carburetors, fuel pumps, steering systems, starters, generators, universal joints, hydraulic systems, brakes systems, and high-pressure pumps.
3. Assists in the supervision of seasonal equipment maintenance personnel. This includes scheduling, training, and developing seasonal staff.
4. Assists in the completion of records of preventative maintenance and repairs performed on equipment.
5. Assists in maintaining an inventory of parts, tools, and supplies in order to assure availability and meet maintenance schedules.
6. Coordinates with the Equipment Manager and other staff members on the use and availability of golf course equipment.
7. Responsible for proper use of PPE and maintaining a safe working environment in the shop and repair area. Responsible for understanding and communicating the safe operation of all types of golf maintenance equipment to operators as directed by the Equipment Manager, Superintendent and Assistant Superintendent.
8. Assists in the repair and maintenance of golf course and other District grounds and facilities as necessary.
9. Properly disposes of contaminated fuel, waste oil, oil filters and batteries as regulated.
10. Attends training sessions, workshops, staff meetings and conferences as required.

11. Keeps abreast of industry trends involving turf maintenance equipment, and makes equipment related suggestions.
12. Assures that tools and machines used in shop are maintained and kept in good and safe condition.
13. Must be on call to handle emergency equipment repairs relating to the Golf Course and other District facilities.
14. Operates heavy and light equipment as needed.
15. Other duties as assigned by Supervisor.

**Knowledge, Skills, and Abilities:**

1. Must possess a valid Colorado Driver's license.
2. Working knowledge of light and heavy construction and maintenance equipment.
3. Skill in the use of a wide variety of equipment repair tools and in the making of various types of mechanical repairs.
4. Basic skills in hydraulic repair.
5. Basic welding skills.
6. Basic knowledge of turf grass management practices and operations.
7. Basic computer skills.
8. General knowledge of gasoline and diesel engine maintenance and repair.

**Working Environment/Physical Activities:**

1. Must be able to lift 50 lbs. to a height of 3.5 feet.
2. Work in both indoor and outdoor environment with weather and temperature extremes.
3. Must be able to work flexible hours including weekends and holidays. Must be able to be on call at all times.

**Education/Experience:**

1. Position requires a high school diploma or equivalent.
2. Minimum of 3 years' experience as a journey-level mechanic, including some experience in the maintenance, repair, and rebuilding of gasoline and diesel engines, hydraulics, and set up and sharpening of reels and bed knives.
3. Minimum of two years golf course experience preferred.

**The above declaration is not intended to be an all-inclusive list of the duties and responsibilities of the job described, nor are they intended to be such a listing of the skills and abilities required to do the job. Rather, they are intended only to describe the general nature of the job.**