



Job Vacancy Announcement

Maintenance Mechanic (Full-Time) – City of Yazoo City (City Barn), Yazoo City, MS 39194

Closing Date: Open until filled

Duties: Determines vehicle condition by conducting inspections and diagnostic tests; identifying worn and damaged parts. Keeps equipment available for use by completing preventive maintenance schedules; installing component and part upgrades; controlling corrosion; completing winterization procedures. Corrects vehicle deficiencies by removing, repairing, adjusting, overhauling, assembling, disassembling, and replacing major assemblies, sub-assemblies, components, parts, or systems, such as, power and drive trains, electrical, air conditioning, fuel, emission, brake, steering, hydraulics; completes machine shop operations; making adjustments and alignments including bearing loads, gear tooth contact, valve mechanisms, governors, oil systems, control linkages, clutches, and traction units. Verifies vehicle performance by conducting test drives; adjusting controls and systems. Complies with federal and state vehicle requirements by testing engine, safety, and combustion control standards. Maintains vehicle records by annotating services and repairs. Keeps shop equipment operating by following operating instructions; troubleshooting breakdowns; maintaining supplies; performing preventive maintenance; calling for repairs. Updates job knowledge by participating in educational opportunities. Enhances maintenance department and organization reputation by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to job accomplishments.

Qualifications: Certified mechanic, preferably diesel; valid driver's license; required computer skills to include the use of Microsoft Office Suite and email; a combination of experience and training that would likely provide the required knowledge and abilities is acceptable. A High School Diploma or GED notarized by issuing institution or school board is required.

Background Checks: A criminal background check will be conducted. A department of motor vehicles background check will be conducted to verify the City of Yazoo City's insurance carrier can insure applicant. Applicant must be bondable.

How to Apply: Resume with a completed application must be submitted to the City Clerk's Office, City of Yazoo City, 128 East Jefferson Street, Yazoo City, MS 39194. Applications may be obtained from the City Clerk, (662) 746-1401.

Following an offer of employment and prior to starting work, individuals must have a pre-employment drug test by a physician designated by the City of Yazoo City. The examination will be paid for by the City.

We consider applicants for all positions without: regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. The City of Yazoo City is a "Drug Free Workplace".