



Office of Human Resources  
Asphalt Plant Mechanic - CJ3102  
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### General Statement of Duties

Performs skilled journey level work in the maintenance and repair of asphalt plant equipment.

### Distinguishing Characteristics

The Asphalt Plant Mechanic is distinguished from the Asphalt Plant Operator which operates asphalt plant equipment to produce hot asphalt mix and other mix designs used in the construction and maintenance and roadways. It is also distinguished from various other classifications by the type of equipment repaired and maintained such as the Fleet Technician series, Turf Equipment Mechanic and Millwright.

### Level of Supervision Exercised

By position, performs lead work.

### Essential Duties

Performs preventative, predictive and corrective equipment maintenance; reviews operation of plant equipment and systems to minimize unplanned downtime, anticipate problems and to identify opportunities for improvement.

Inspects equipment for safe and proper operation and perform preventative maintenance per manufacturer's specifications.

Diagnoses, installs and performs repairs on the asphalt plant equipment that consists of changing bearings, bushings, tips and shanks on the double barrel drum and other equipment as needed.

Installs and replaces bearings, speed reducers, shafts, pulleys, idlers, motors, couplings, conveyor belts, aggregate feeders, and pneumatic systems.

Welds, cuts and fabricates plant parts.

Examines parts for damage or excessive wear, using micrometers and gauges.

Analyzes malfunctions and repairs, rebuilds, and maintains equipment.

Operates and inspects machines and equipment to diagnose defects

Perform lead work over two or more technicians involved in the maintenance and repair of equipment as well as fill in as an acting supervisor when the supervisor is off.

By position, may be required to be on-call to address emergent needs.

Performs other related duties as assigned.

Any one position may not include all the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

**Competencies**

Accountability - Holds self and others accountable for measurable high-quality, timely, and cost-effective results. Determines objectives, sets priorities, and delegates work. Accepts responsibility for mistakes. Complies with established control systems and rules.

Attention of Detail – Is thorough when performing work and conscientious about attending to detail.

Oral Communication – Expresses information to individuals or groups effectively; taking into account the audience and nature of the information; makes clear and convincing oral presentations; listens to others, attends to nonverbal cues and responds appropriately.

Reading – Understands and interprets written material including technical material, rules, regulations, instructions, reports, charts, graphs, or tables and applies what is learned from written material to specific situations.

Technical Competence - Uses knowledge that is acquired through formal training or extensive on-the-job experience to perform one's job; works with, understands, and evaluates technical information related to the job; advises others on technical issues.

**Knowledge & Skills**

Knowledge of welding and fabrication.

Knowledge of machines and tools, including their designs, installation, uses, repair, and maintenance.

Knowledge of safety hazards and necessary safety precautions sufficient to be able to establish a safe work environment for self and others.

**Education Requirement**

Graduation from high school or possession of a GED, HiSET or TASC Certificate.

**Experience Requirement**

Three (3) years' experience in the maintenance and repair of asphalt plant equipment or related equipment.

**Education & Experience Equivalency**

Additional appropriate education may be substituted for the minimum experience requirements.

**Licensure & Certification**

This job requires driving. Requires a valid Driver's License at the time of application.

Licenses and certifications must be kept current as a condition of employment.

**Working Environment**

Potential exposure to hazardous chemicals.

Potential exposure infections and contagious diseases.

Subject to hazards of flammable, explosive gases.

Potential exposure to cold weather conditions (indoor/outdoor).

Potential exposure to housekeeping/cleaning agents/chemicals.

Potential exposure to hazards from electrical/mechanical/power equipment.

Potential exposure to hazards of steam and heat.

Noise: sufficient noise to cause distraction or possible hearing loss.

Subject to burns and cuts.  
Subject to electrical and radiant energy hazards.  
Subject to injury from moving parts of equipment or vehicles.  
Subject to many interruptions.

### Level of Physical Demand

4-Heavy Work (50 - 100 lbs.)

### Physical Demands

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs).

Standing: remaining on one's feet in an upright position.  
Walking: moving about on foot.  
Carrying: transporting an object, usually by hand, arm or shoulder.  
Balancing: maintaining body equilibrium to prevent falling over.  
Stooping: bending the body by bending spine at the waist.  
Kneeling: bending legs to come to rest on one or both knees.  
Crouching: bending body downward and forward by bending legs.  
Crawling: moving about on hands and knees or hands and feet.  
Climbing: ascending or descending objects usually with hands and feet.  
Reaching: extending the hand(s) and arm(s) in any direction.  
Handling: seizing, holding, grasping, or otherwise working with hand(s)  
Fingering: picking, pinching or otherwise working with fingers.  
Talking: expressing or exchanging ideas by means of spoken words.  
Hearing: perceiving the nature of sounds by the ear.  
Lifting: Raising or lowering objects weighing no more than 100 pounds, from one level to another.  
Repetitive motions: making frequent movements with a part of the body.  
Eye/hand/foot coordination: performing work through using two or more.  
Pulling: Exerting force upon an object so that it is moving to the person.  
Pushing: exerting force upon an object so that the object is moving away from the person.  
Vision Far Acuity: ability to see clearly at 20 feet or more.  
Vision Near Acuity: ability to see clearly at 20 inches or less.  
Field of Vision: ability to see peripherally.  
Depth Perception: Ability to judge distances and space relationships.  
Color Vision: ability to distinguish and identify different colors.

### Background Check Requirement

Criminal Check  
Employment Verification  
Motor Vehicle Record

### Assessment Requirement

None

### Probation Period

Six (6) months.

**Class Detail**

**Pay Grade: J-618**

**FLSA Code: N**

**Established Date: 7/7/2019**

**Established By: AD**

**Revised Date:**

**Revised By:**

**Class History:**