

## HIGHER EDUCATION PERSONNEL BOARD

Specification for Class

Class Code: 5228

### MACHINERY MECHANIC SUPERVISOR

**Abolished Effective February 10, 2006**

#### DEFINITION

Supervise journey machinery mechanics and other journeyworkers with related skills to perform journey - level work in the mechanical maintenance, repair and modification of equipment for building mechanical equipment, machinery, special apparatus, utilities and campus facilities.

#### DISTINGUISHING CHARACTERISTICS

Positions in this class are distinguished by responsibility for shop administration and to supervise lead and journey machinery mechanics, machinery master mechanics, welders, blacksmiths, heavy equipment operators and utility workers. This is the first-level, full-time machinery supervisor involved in buildings and grounds maintenance and construction.

#### TYPICAL WORK

Supervise full-time lead and journey machinery mechanics, machinery master mechanics, welders, blacksmiths, heavy equipment operators and utility workers engaged in maintenance repair and modifications to building mechanical equipment, machinery, special apparatus, utilities and campus facilities, including laundry, kitchen, hospital, laboratory, elevator, printing, air-conditioning, power plant, and heavy construction equipment;

Read plans and blueprints, inspect projects to ensure compliance with local codes, determine scope of work, materials needed and their estimated cost and availability;

Order materials and maintain an adequate inventory of required materials to carry on shop or maintenance work;

Select, train, evaluate, and discipline employees as required;

Develop and conduct a preventive maintenance program for assigned machinery and equipment;

Enforce safety rules and regulations; maintain records on work performed; write reports as required;

Perform related duties as required.

MINIMUM QUALIFICATIONS

Two years full-time experience as a journey Machinery Mechanic or Machinery Master Mechanic, or equivalent trade skill; including one year's full-time experience as a Machinery Mechanic Lead, or equivalent. Possession of a valid motor vehicle operator's license may be required.

Equivalent education/experience will substitute for all minimum qualifications except when there are legal requirements, such as a license/certification/registration.

Examination Requirements:

A job element examination (including written, E & T and oral components) scored on the basis of job related experience, training, skill, ability and other elements which are established through job analysis.

New Class: 3-7-73  
Revise Title: 10-12-73  
Revise MQ: 7-2-90