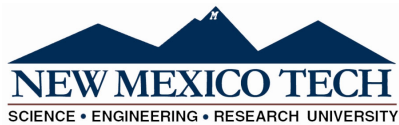


Posted: August 16, 2022



## POSITION ANNOUNCEMENT

**TITLE:** MECHANIC HELPER

**DEPT:** FACILITIES MANAGEMENT

**REG**

**TEMP**

**FULL TIME**

**PART TIME**

**STARTING RATE or SALARY RANGE:** \$16.00

Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

*All regular positions also entitle the employee to several benefits including health, dental, vision, life insurance, and retirement which is largely paid by New Mexico Tech for the employee and dependents.*

**INTERNAL POSTING THROUGH:** August 24, 2022\* CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

### **JOB DUTIES:**

Performs tune ups and other preventative maintenance on department machinery. Performs tune ups, oil changes and lube jobs on institute's fleet. Changes and repairs tires in the shop and in the field. Washes rental fleet, vacuums and cleans interiors. Sticks fuel tanks at facilities refueling site. Assists mechanics with more complex mechanical duties.

### **REQUIRED QUALIFICATIONS:**

Read and comprehend instructions, write information and complete simple forms. High School (or GED) level ability in spelling, grammar, basic composition and math. Ability to work with minimum supervision desired.