



10,000 years in our Traditional Homeland, Prince William Sound, the Copper River Delta, and the Gulf of Alaska

Fleet Mechanic

Team: Capital Projects

Reports to: Capital Projects Director

Salary Status: Non-Exempt from Overtime

Salary Range: DOE

Schedule: Full-Time, Regular

Last Revised: October 2024

The Fleet Mechanic will assist the Capital Projects Director by managing the upkeep and repair of all company vehicles, diesel/gas engines, marine, and heavy equipment at NVE. This position is crucial for maintaining optimal machinery functionality and improving organizational productivity. Primary duties involve diagnosing mechanical problems in diesel/gas, marine, and heavy equipment with advanced diagnostic equipment, performing routine maintenance such as oil changes and inspections, and executing complex repairs, including engine overhauls and system replacements. Safety regulations and industry standards must be followed during repairs. The fleet mechanic will keep records of maintenance and repairs to monitor fleet performance and aid in future budgeting.

Responsibilities/Duties

- Conduct regular inspections and preventative maintenance on company vehicles
- Diagnosing and repairing mechanical issues in diesel engines and related systems
- Perform necessary adjustments and replacements of parts as needed
- Maintain accurate records of repairs and maintenance performed
- Collaborate with project teams to ensure vehicle availability and reliability
- Ensure compliance with safety regulations and company policies
- Other duties as developed and assigned

Competencies (Knowledge, Skills, and Abilities)

A comprehensive understanding of diesel engine mechanics and repair methodologies is essential. Robust analytical abilities and a keen eye for detail are crucial for effective problem resolution. The capacity to operate autonomously while also collaborating effectively within a team environment is highly valued. In addition, exceptional communication skills, encompassing both oral and written forms, are imperative for successful interactions.

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Education and Experience

High school diploma or equivalent; certification in diesel mechanics or related field preferred

Minimum of 3 years of experience in diesel engine repair and maintenance

Physical Requirements

Ability to lift and carry up to 50 pounds

Prolonged standing, kneeling, and bending

Comfortable working in a variety of environments, including workshops and outdoor settings

Disclaimer

Nothing in this job description restricts NVE's right to assign or reassign duties and responsibilities to this job at any time.

Employee Signature

Date