

TOHONO O'ODHAM UTILITY AUTHORITY

Position Description Diesel Mechanic

Department: Electric
Reports To: Shop Foreman
FLSA Status: Nonexempt
Shift: 8:00 AM – 4:30 PM
Salary Level: 7
Prepared By: Tohono O'odham Utility Authority
Approved By: Kristan Johnson, General Manager
Approved Date: 02/20/2026

Summary Repairs and services automobiles, trucks, trailers, hydraulic equipment, bucket trucks, backhoes, trenchers, bulldozers and other mechanical equipment with the ability to perform the following duties.

Essential Duties and Responsibilities include the following.

- Complies with established operating rules, procedures, guidelines and all safety policies and bulletins; and is responsible for reporting un-safe practices to his/her supervisor.
- Must be able to effectively communicate with Manager(s), Supervisor(s) and Coworkers to provide accurate, meaningful, courteous, and timely responses to their questions or concerns.
- Performs general and preventive maintenance services on vehicles, small engines and heavy equipment.
- Performs inspections and maintenance on hydraulic and other aerial lifting devices associated with company vehicles.
- Performs DOT inspections.
- Ability to diagnose and repair medium to heavy duty trucks which can include engine, electrical, computer, transmission, brakes, and hydraulics. As well as brake systems and wheel bearings.
- Ability to perform A/C System diagnostic and repair.
- Ability to diagnose and repair fuel system, turbocharger, starting and charging system, diesel exhaust system, including exhaust aftertreatment and components.
- Proficient experience with engine diagnostic software.
- Repairs or replaces defective parts. Installs special functional and structural parts in devices. Lubricates and cleans parts.
- Sets up and operates welder, drill press, grinder and other metalworking tools to make and repair parts.
- Have basic computer skills to research parts and supplies, input vehicle data and keep vehicle repair records.
- Ability to remove engine, transmission, or differentials.
- Rewires vehicle electric systems, ignition system, lights and instrument panels.
- Replaces and adjust headlights and installs and repairs accessories such as radios, heaters, mirrors and windshield wipers.
- Responds to service calls after hours when necessary.
- Cleans and maintains work area, vehicle maintenance building and surrounding shop area.
- Other duties may be assigned.

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Qualifications

- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.
- The requirements listed below are representative of the knowledge, skill, and/or ability required.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Required personal characteristics include: a team player, high integrity, good personal habits, regular work attendance, courteous and friendly, able to work well with diverse groups of people, and ability to gain and maintain the respect of others.

Education and/or Experience

- High school diploma or general education degree (GED); and
- Associate's degree (A.A.) or
- Equivalent from two-year College or Technical School; or
- Five (5) years related experience and/or training; or
- Equivalent combination of education and experience in vehicle repair and maintenance.

Language Skills

- Must be able to understand and interpret maintenance manuals and apply recommended procedures and specifications
- Ability to analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations.
- Ability to write reports, business correspondence, and procedural manuals.
- Ability to effectively present information and respond to questions from managers.
- Prefer ability to converse in the Tohono O'odham language.

Mathematical Skills

- Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry.
- Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

Reasoning Ability

- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

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Certificates, Licenses, Registrations

- Requires a valid Arizona Driver's License, valid Arizona Commercial Driver's License preferred.
 - Applicants selected for this position that does not have a Commercial Driver's License will be required to attain an Arizona Commercial Driver's License within six (6) months of employment.
- First Aid and CPR

OTHER SKILLS and ABILITIES

- Knowledge of fuel injection, solid state ignition systems as well as diesel fuel systems and engines is required.
- Should also have knowledge of hydraulic pneumatic power systems.
- Must gain a thorough working knowledge of Authority's safety manual and working rules.

Physical Demands

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear and taste or smell.
- The employee must frequently lift and/or move up to 100 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Work Environment

- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions; moving mechanical parts; fumes or airborne particles; outside weather conditions; risk of electrical shock and vibration.
- The noise level in the work environment is usually moderate.