



TOWN OF COLLIERVILLE POSITION VACANCY

OPEN TO: General Public

TITLE: Mechanic Helper

LOCATION: Public Services – Fleet Maintenance

REVISED DATE: March 2, 2022

CLOSING DATE: Until Filled

JOB NUMBER: JN21-56PS

CLASS CODE: 1240

SALARY RANGE: \$29,120 - \$39,552 annually (DOQ) with *excellent benefits package*

FLSA STATUS: Non-Exempt

PRIMARY FUNCTION: The purpose of this classification is to perform unskilled work in a wide range of light repair and routine service tasks to assist in the maintenance and repair of Town vehicles and equipment.

QUALIFICATIONS: High school diploma or GED; supplemented by one (1) year previous experience and/or training in automotive repair or service mechanic work; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

LICENSES: Must possess a valid Driver's License.

NOTES: Tasks require the ability to exert heavy physical effort in heavy work, with greater emphasis on climbing and balancing, but typically also involving some combination of stooping, kneeling, crouching, and crawling, and the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds); may occasionally involve heavier objects and materials (up to 75 pounds).

Selection process may include: examinations, interviews, assessment centers, practical skills, etc. Drug testing may be required.

WE REGRET WE ARE UNABLE TO ANSWER ALL INQUIRIES. WE WILL ONLY NOTIFY CANDIDATES SELECTED FOR TESTING OR INTERVIEWS.

APPLY: Download an application at www.colliervilletn.gov or visit the Human Resources Office at 500 Poplar View Parkway, Collierville, TN

NOTES: Please submit a new application each time you apply for a Town job. Pursuant to Tennessee open records law, applications and resumes are subject to disclosure.

THE TOWN OF COLLIERVILLE IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE IN HIRING. MINORITIES, WOMEN AND DISABLED ARE ENCOURAGED TO APPLY. IF YOU HAVE A DISABILITY AND REQUIRE SPECIAL ACCOMMODATIONS DURING THE SELECTION PROCESS, PLEASE NOTIFY THE HUMAN RESOURCES OFFICE AT (901) 457-2290. THE TOWN OF COLLIERVILLE IS A DRUG FREE WORK PLACE.