

Van Buren County Road Commission

Job Description

Effective Date: February 3, 2026

Title: Heavy Equipment Mechanic
FLSA Classification: Non-Exempt
Department: Operations-Fleet
Pay Grade: Union Agreement Pay Scale

Job Summary

The Heavy Equipment Mechanic is responsible for the diagnosis, repair, and preventive maintenance of the Van Buren County Road Commission's diverse fleet of vehicles and heavy equipment. This role plays a critical part in ensuring operational readiness and safety across the Road Commission's equipment inventory, minimizing downtime through skilled mechanical work, thorough inspections, and accurate record-keeping. The ideal candidate works independently and collaboratively, upholds high standards of workmanship, and demonstrates a strong commitment to public service and workplace safety.

Supervisory Structure

Reports to the Fleet and Facilities Supervisor or their designee.

Essential Duties/Responsibilities

- Diagnose mechanical, electrical, hydraulic, and other system failures on Road Commission vehicles/heavy equipment, and perform all necessary repairs to restore full operational capacity.
- Conduct scheduled and unscheduled preventive maintenance on fleet vehicles and equipment to maximize service life and minimize operational disruptions.
- Utilize the Road Commission's fleet management computer system to log labor hours, parts usage, lubricants, and other materials for accurate cost tracking and maintenance history.
- Maintain a clean, safe, and organized shop environment, including the cleanliness of assigned vehicles and equipment by ensuring only authorized, secured items are present in each unit.
- Operate and drive Road Commission vehicles and equipment as needed when repositioning, road testing, or performing field repairs.
- Perform other duties as assigned by the Fleet and Facilities Supervisor, Operations Director, or their designee.

Qualifications and Experience

- High school diploma, GED, or equivalent.
- Minimum of three to five years of experience performing diesel mechanics as well as general vehicle maintenance operations or the educational equivalent.
- Ability to communicate courteously and effectively with coworkers and the public.
- Able to work independently and as part of a team.

- Willing and available to be on call and work extended hours as needed.

Special Requirements

- Possession of a valid CDL Class B license, or the ability to obtain one within six (6) months of hire at the employee's expense.
- Employee must provide their own toolbox and tools as specified on the employer-provided required tools list.

Physical Requirements

- **Physical Mobility:** Ability to stand and/or sit for extended periods, move over uneven terrain, and navigate tight spaces around equipment. Ability to perform work in extreme or unpleasant environmental conditions.
- **Vision:** Ability to read instructions, directions, and similar written information in letters, memos, forms, and other documents. Ability to visually inspect equipment and vehicles to identify damage or mechanical issues.
- **Hearing/Speaking:** Ability to converse orally via telephone, radio, and personally to receive and communicate information to employees and the public. Ability to hear and interpret warning sounds from equipment and vehicles.
- **Agility/Movement:** Ability to lift, push, pull, and manipulate tools, equipment, supplies, and other objects often weighing upwards to 80 lbs. Ability to bend, kneel, crouch, and reach in order to perform maintenance tasks on various equipment and vehicles.

Compensation & Hours

- Starting Pay: \$27.27/hour
- Cert. Premiums: +\$0.50/hour for each qualifying MI or ASE certification
- Competency Pay: +\$0.00-\$7.52/hour
- Schedule: 40 hrs/week + overtime
 - May-Oct: Mon-Thu, 6:00 am-4:30 pm
 - Oct-May: Mon-Fri, 7:00 am-3:30 pm

Benefits & Allowances

- Insurance: Health (HRA/HSA), dental, and vision at hire; employer pays MI Hard Cap at minimum.
- Retirement: Defined Benefit Pension (1.7 multiplier) + optional 5% contribution.
- Leave: 7 hrs/month vacation after 1 month; 72 ESTA/sick hrs/year; 12 holidays.
- Wellness: Up to \$110/month incentive.
- Allowances: \$300 boot/clothing; up to \$1,080 tools/ \$75 prescription safety glasses
- Union: Optional.

Disclaimer

This job description does not constitute an employment agreement between the Road Commission and employee and is subject to change by the Road Commission as its needs and requirements of the position change.