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# Example of General Mechanic Job Description

Our company is looking for a general mechanic. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for general mechanic

* Perform electrical and refrigeration repair and maintenance
* Candidate's work would include the installation, repair and troubleshooting of both heating and air conditioning HVAC systems
* Performs scheduled service maintenance, technical inspections, troubleshooting and mechanical repairs on light wheeled vehicles [HMMWV] and medium tactical vehicles [MTV]
* Able to read and interpret line drawings, interconnection drawings and electrical schematics
* Clean and maintain test equipment and machines
* Mount, balances, and install tires as directed
* Initiative to independently identify needed work, and judgment to handle emergencies and special events
* Respond to daily house and emergency calls
* Ability to follow and complete work orders (CAMMS) and preventative maintenance (CMMS) duties and provide updates on the work order status
* Must attend training, workshops and meetings as required

## Qualifications for general mechanic

* Knowledge of mechanical drives, pumps, seals, lubrication and hydraulics
* Machine shop skills ex
* Working knowledge of applicable Federal, State and local codes, standards, rules and regulations for position to which assigned
* Ability to analyze project needs and communicate same to supervisor
* Ability to make standard arithmetic computations to address the size and scale of various project details
* Will be required to utilize computer software and databases to maintain facility operations information – minimally Microsoft Office, the Statewide Financial System (SFS) and the Statewide Learning Management Systems (SLMS)