Tractor/Trailer Mechanic
Job Description

Reports to: Maintenance Supervisor  Status: Non-Exempt

Position Summary

Tractor/Trailer Mechanics are responsible for performing preventative maintenance and general repairs on tractor and trailer units to Company and DOT standards. Mechanics complete all needed repairs keeping quality, safety, and expediency at the forefront. Mechanics are the service provider as well as diagnostic technician and trouble shooter for Drivers, Driver Managers, and Driver Trainers by ensuring their needs are met through effective communication on all equipment repairs. Mechanics work with Safety and Operations personnel and Drivers to improve vehicle out of service standards and ensure compliance with DOT and Company requirements. Mechanics are also responsible for inventory controls, processing order paperwork, and maintaining Mechanics are relied on daily to keep our fleet of trucks and trailers in top condition.

Principal Responsibilities

- Diagnose and repair medium to heavy-duty trucks and trailers, including preventative maintenance, inspections, repair to air and hydraulic brakes, tires, warranty procedures, driveline, steering and suspension, electrical, mobile AC refrigeration, and overhaul and engine rebuilds, with safety as the top priority.
- Identify, diagnosis, and resolve tractor and trailer related issues, i.e. Rand McNally, tachometer, speedometer, power steering, power divider, U-joint, transmission, rear end, A/C, starter, alternator, APU, etc.
- Diagnose and repair trailer components such as doors, floors and side panels.
- Perform preventive maintenance (PMs) on tractor and trailer equipment including routine technical repairs and completing repair orders.
- Remain technically proficient in all areas of the shop including tractor, trailer, tire, and basic parts administration.
- Perform general or routine welding with or without prints.
- Use effective interpersonal skills to maintain positive working relationships with team members, all Veriha personnel and external vendors.
- Contribute to the goals of the shop, leadership team, and Company as a whole.
- Utilize appropriate resources, such as the parts manual and computer, service bulletins and other resources to research problems, determine most effective and efficient method for repair and locate parts.
- Document work order details within the Company’s internal order and billing program.
- Ensure proper documentation is complete, including permits, repair orders, filing, etc.
- Abide by all Company policies and safety rules and assist in maintaining a clean, safe work environment.
- Identify opportunities for continuous improvement and take appropriate actions, recommend process changes, and initiate improvements.
- Be a positive role model for all team members providing support and enthusiasm – creating a professional, positive work environment.
- Work additional hours in accordance with business needs and other demands of the position.

NOTE: This job description should not be construed to imply these requirements are the exclusive standards to the position. Incumbents will follow any other instructions and perform other related duties as may be required by the immediate supervisor or leadership team.
Physical Requirements

Work is considered heavy physical work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects. Must possess strength, stamina, and mobility to perform heavy physical work indoors and outdoors in all weather conditions with exposure to potentially hazardous chemicals.

Must be able to:
- walk, lift, reach, stoop, stand, grasp, balance, climb, kneel, and crouch for extended periods of time;
- visually inspect small defects and/or small parts;
- operate machines, motor vehicles, hand tools, and job specific equipment and tools;
- determine the accuracy and thoroughness of work;
- demonstrate the ability to hear and accurately interpret mechanical, technical and business information in an environment subject to noise, vibrations, etc.; and
- perform all work safely in a fast-paced work environment.

Employment Standards

The position requires a technical school certification or advanced degree in diesel engines, electronics, and/or related field. Minimum of 1 year of relevant experience in medium to heavy duty truck repairs. The ability to demonstrate successful welding skills in non-standard situations and on varying materials is a plus.

Valid driver’s license required – Commercial Driving License preferred.

Demonstrate sound judgment and the ability to make logical decisions in support of business demands.

Excellent interpersonal skills with the ability to interact and communicate effectively over the phone and face to face; building solid working relationships with team members, all Veriha employees and vendors.

Use effective time management techniques and demonstrate the ability to prioritize and multi task without negatively impacting performance or results.

Must be able to effectively and accurately complete detailed work with a sense of urgency; always keeping safety at the forefront and demonstrating safe operating procedures.

Demonstrate the ability to anticipate and evaluate problems and situations and draw logical conclusions to make successful repairs.

Computer skills, data accuracy, and a willingness to learn new software programs.

Ability to maintain composure and react professionally during periods of stress.

Must be self-motivated and able and willing to work independently while motivating team efforts.

Demonstrate diagnostic and troubleshooting competency relating to equipment repairs.

Possess basic tools to perform duties.

Ability to clearly communicate in English, both verbally and written; ability to read and understand English.