# IVGID Job Announcement

IVGID is currently accepting applications for a **Mechanic I-II.** This is a full-time, year-round, hourly (non-exempt) position with the Fleet team. *One position to be filled at the level of I or II depending on experience and certifications.* This is a bargaining unit eligible position.

**Compensation:** $35.46 - $49.66/hour DOE/DOQ **Mechanic I**
$38.70 - $54.17/hour DOE/DOQ **Mechanic II**

**Benefits:** Medical, Dental, Vision, Prescription insurance
Short-Term/Long-Term Disability insurance
Deferred Comp (457b) and Pension (401a) Retirement Plans
Section 125 Flexible Spending Plans
Vacation & Sick Leave
Twelve paid holidays
Recreation & Food Discount privileges

**How to Apply:** Create a profile, submit online application (with resume) at www.yourtahoeplace.com/jobs
In-person drop-off application (with resume) to Human Resources at 893 Southwood Blvd, Incline Village, NV 89451. Regular Hours: M-TH, 8am – 5pm or FRI, 8am – 4pm (PST).
jobs@ivgid.org 775-832-1100

**Deadline to Apply:** OPEN UNTIL FILLED
*We are an Equal Opportunity Employer*

**Date Posted:** 10/06/26

**MECHANIC I - SUMMARY**
Performs a variety of journeyman level tasks under supervision of a lead mechanic. Maintains, repairs and overhauls vehicles, and a wide variety of specialty and miscellaneous equipment at all District repair facilities, by performing the following duties.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**, not necessarily in order of priority, include the following. Assigned job tasks/duties are not limited to the essential functions.

1. Provides excellent customer service to customers and business partners.

2. Performs preventive maintenance and repairs according to manufacturer's guidelines on a variety of vehicles, construction equipment, specialty and miscellaneous equipment and tools within primary area of responsibility. Ski Resort equipment includes snowcats, snowmobiles, construction equipment, vehicles and miscellaneous equipment. Golf Course equipment includes mowers, tractors, vehicles and specialized turf care equipment. Vehicle Shop equipment includes service trucks, heavy trucks, construction equipment, stationary and mobile power generation units, and miscellaneous equipment.

3. Under limited supervision, performs major repairs and overhauls on tools and all types of gasoline and diesel engines, gear boxes, differentials, transmissions, hydraulic, hydrostatic and track equipment.

4. Performs welding repairs and metal fabrication by using both arc and oxyacetylene welding equipment and basic machine shop tools and equipment.

5. May be required to operate a variety of vehicles and equipment including backhoes, loaders, crawlers, snowcats, snowmobiles, dump trucks, sewer line cleaners, miscellaneous equipment and service trucks as needed to diagnose problems and check performance.

6. Operates computerized fleet maintenance program for equipment management and recordkeeping system for tracking equipment/vehicle repair history, maintenance costs and parts inventory control.

7. Responds to emergency callouts as needed.

8. Cross trains at all Fleet Maintenance Division satellite repair facilities and may rotate among shops as required by individual shop workloads.

9. Helps maintain inventory of parts and supplies for vehicles and equipment through computerized fleet management software program; utilizes computerized system to generate purchase orders and orders new quantities and specific replacement parts as required.

10. Provides input for the annual operating budget for assigned area of responsibility; participates in monitoring and controlling operating expenses.

11. Maintains a clean, organized and safe work area; follows safety rules and guidelines.

12. Assists with vehicle and equipment operator orientation and training.

13. Performs a variety of miscellaneous tasks and repairs as required to maintain efficient and effective operation of the Fleet Maintenance Division.

14. Participates in development and implementation of goals, objectives, policies and priorities for the Fleet Maintenance Division as well as for assigned area of responsibility.

15. Accepts and complies with work schedule for assigned repair facility, including weekends and holidays; works overtime as assigned.

**SUPERVISORY RESPONSIBILITIES**
No supervisory duties.

**QUALIFICATIONS (I-II)**
To perform this job successfully, an individual must be qualified to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION and/or EXPERIENCE**
Completion of two-year mechanic trade school or equivalent mechanic certification, or two years related experience encompassing direct experience in repair and maintenance on a variety of equipment; or equivalent combination of education and experience.

**COMPREHENSION/COMMUNICATION SKILLS**
Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, operating manuals, diagrams and equipment specifications. Ability to write simple reports, business correspondence, and procedures. Ability to effectively present information and respond to questions from employees, managers, suppliers, and customers.

**MATHEMATICAL SKILLS (I-II)**
Ability to calculate figures and amounts such as discounts, proportions, percentages, area, circumference, and volume. Ability to apply concepts of statistical inference, percentages and proportions to practical situations.

**REASONING ABILITY (I-II)**
Ability to define and solve practical problems and deal with a variety of situations where only limited standardization exists. Ability to apply common sense understanding to interpret and carry out a variety of instructions, including technical instructions, furnished in written, oral, diagram or schedule form.

**CERTIFICATES, LICENSES, REGISTRATIONS (I-II)**
Valid Driver's License. This position has been identified as a Safety Sensitive position and subject to random drug and alcohol testing. Automotive Service Excellence (ASE) certifications are helpful. It is the employee's responsibility to maintain all required certifications and licenses and report any changes to the supervisor.

**OTHER SKILLS OR ABILITIES (I-II)**
Excellent customer service, organizational and recordkeeping skills; exceptional troubleshooting and diagnostic skills; basic computer skills for Word, Excel and data base applications; ability to work independently; ability to operate heavy equipment; ability to work in adverse weather conditions; and ability to accept and adhere to work a schedule which includes evenings, weekends and holidays, and overtime as assigned.

**PHYSICAL DEMANDS (I-II)**
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. In compliance with applicable disability laws, reasonable accommodation may be provided for qualified individuals with a disability who require and request such accommodation. Applicants and incumbents are encouraged to discuss potential accommodation with the employer.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel and reach with hands and arms. The employee is frequently required to stand, walk, sit, climb or balance; stoop, kneel, crouch or crawl and talk or hear or smell. The employee must regularly lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and ability to adjust focus.

**WORK ENVIRONMENT (I-II)**
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts, fumes or airborne particles, and toxic or caustic chemicals. The employee is frequently exposed to outside weather conditions, confined space, and vibration. The employee is occasionally exposed to high, precarious places, wet and/or humid conditions and risk of electrical shock. The noise level in the work environment ranges from moderate to loud.

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**MECHANIC II - SUMMARY**
As a lead mechanic, performs a variety of journeyman level tasks in the overhaul, repair and maintenance of vehicles, construction equipment, specialty and miscellaneous equipment at the District's repair facilities, and may provide direction to other mechanics, by performing the following duties.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**, not necessarily in order of priority, include the following. Assigned job tasks/duties are not limited to the essential functions.

1. Provides excellent customer service to internal and external partners.

2. Diagnoses and troubleshoots vehicle and equipment malfunctions. Repairs and maintains a variety of vehicles, construction equipment, specialty equipment, and tools within the primary area of responsibility. Performs major overhauls on gasoline and diesel engines, gearboxes, differentials, transmissions, hydraulic and hydrostatic systems, and track equipment, based on repair facility assignment.

3. Regularly performs journeyman level work in the repair and maintenance of equipment within the primary area of responsibility. Ski Resort equipment includes snowcats, snowmobiles, construction equipment, vehicles, and miscellaneous equipment. Golf Course equipment includes mowers, tractors, vehicles, and specialized turf care equipment. Vehicle Shop equipment includes service trucks, heavy trucks, construction equipment, stationary and mobile power generation units, and miscellaneous equipment.

4. Performs welding repairs and metal fabrication by using both arc and oxyacetylene welding equipment and basic machine shop tools and equipment.

5. Operates computerized fleet maintenance program for equipment management and recordkeeping system for tracking equipment/vehicle repair history, maintenance costs and parts inventory control.

6. May be required to operate a variety of vehicles and equipment including backhoes, loaders, crawlers, snowcats, snowmobiles, dump trucks, sewer line cleaners, miscellaneous equipment and service trucks as needed to diagnose problems and check performance.

7. Responds to emergency callouts as needed.

8. Cross trains at all Fleet Maintenance Division satellite repair facilities and may rotate among shops as required by individual shop workloads.

9. Participates in development of the annual operating budget and capital improvement budget for assigned areas of responsibility; monitors and controls budgets utilizing a computerized financial accounting system.

10. Participates in the development and implementation of goals, objectives, policies, and priorities for the Fleet Maintenance Division as well as for assigned area of responsibility.

11. Performs a variety of miscellaneous tasks and repairs as required to maintain efficient and effective operation of the Fleet Maintenance Division.

12. Maintains a clean, organized and safe work area; follows safety rules and guidelines.

13. Assists with vehicle and equipment operator orientation and training.

14. Maintains inventory of parts and supplies for vehicles and equipment through computerized fleet management software program; utilizes computerized system to generate purchase orders and orders new quantities and specific repair parts as required.

15. Accepts and complies with work schedule for assigned repair facility, including weekends and holidays; works overtime as assigned.

**SUPERVISORY RESPONSIBILITIES**
Occasionally may coordinate work activities of others.

**EDUCATION and/or EXPERIENCE**
Completion of a two year mechanic trade school or equivalent mechanic certifications and five years of related experience encompassing direct experience applying journeyman level knowledge and skill in repair and maintenance of all equipment related to repair facility of primary responsibility; or equivalent combination of education and experience.

**COMPREHENSION/COMMUNICATION SKILLS**
Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures and specifications, and governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from employees, managers, suppliers, and customers.