



## **POSITION POSTING VEHICLE AND EQUIPMENT MECHANIC**

Starts June 2023

### **OUR SCHOOL**

The Governor's Academy, the oldest boarding school in New England, inspires and engages inquisitive students in ninth through twelfth grade. Our 456-acre campus is located thirty miles north of Boston and five miles south of Newburyport, a classic New England coastal town. Gova has approximately 400 students and 250 employees.

Gova faculty and staff are committed to creating and cultivating an intentionally diverse and inclusive community that allows students to learn from each other's unique backgrounds and experiences, discover their passions, use their unique voices, and achieve academic and co-curricular excellence. We welcome applications from candidates of all backgrounds.

Adults in our community are professionals who appreciate individuality, collaboration, and service to others—all so that we can go far together.

### **POSITION SUMMARY**

The Vehicle & Equipment Mechanic will be responsible for regular service, inspections, and major and minor repairs to the Academy's fleet of vans, mini-buses, vehicles, mowers, tractors, and various equipment.

### **ESSENTIAL JOB DUTIES AND RESPONSIBILITIES**

- Inspect, diagnose, plan, schedule, and perform maintenance and repairs to the Academy's fleet of vehicles and trucks.
- Inspect, diagnose, plan, schedule, and perform maintenance and repairs to the Academy's maintenance equipment including mowers, tractors, UTVs, and landscaping and construction equipment.
- Works collegially and is an effective communicator with tradespeople and colleagues in various roles.
- Must be able to diagnose issues, and specify needed parts & materials for fleet and equipment repairs.
- Must be able to participate in weather and disaster response activities including snow and ice removal.
- Must be able to participate in event preparation, management, and breakdown including graduation and various events.
- Other duties as assigned.

### **QUALIFICATIONS**

- Three to five years of experience working in vehicle and equipment maintenance and repair.
- Must be a positive team contributor
- Must have the ability to work independently, multitask and prioritize projects and work requests
- Must have strong mechanical aptitude, and be able to troubleshoot and diagnose repairs.
- Have the ability to drive trucks and operate all equipment.

- Must have a valid driver's license, DOT physical (or ability to obtain). MA Hoist Operators license 1C/2A preferred.
- Metal fabrication and welding experience is a plus.
- General understanding of mechanical equipment, electrical systems, hydraulic systems, pneumatics, and electrical systems
- Able to read written work requests, understand verbal instructions, and perform multiple basic tasks.
- Must be able to work collegially; must be committed to working in a diverse community and have the ability to communicate effectively with diverse populations; must enjoy working with young people in a boarding school environment.
- Willingness to work nights, weekends, and holidays when necessary.
- The Academy requires all community members to be fully vaccinated against COVID-19 unless with the exception of an Academy-approved medical or religious exemption.
- Successful completion of a background check.

## **HOURS**

- Monday – Friday, typically 7:00 am to 3:30 pm.
- Overtime, weekends, and nights are required at times.

## **SUPERVISION RECEIVED**

This position reports jointly to the Associate Director of Facilities, and Grounds & Athletic Facilities Supervisor

## **PHYSICAL DEMANDS**

To perform essential functions of the job, the following applies:

- Physical ability to perform all job functions and work in cold environments required.
- Must work safely and wear proper attire to suit the conditions of the job function.
- Is capable of standing, bending, walking, and climbing stairs.
- Able to perform multiple tasks.
- Must be able to lift at least 50 lbs.

## **WORK ENVIRONMENT**

- The Academy has a modern, well equipt mechanical repair building where most of the work will be performed.
- Work is performed outdoors and indoors in all-weather situations.
- The successful candidate will be flexible, enthusiastic, hardworking, and responsible and will enjoy a very busy work environment in which they will meet many people on a daily basis.
- The Governor's Academy is a non-smoking campus.

To apply for the Vehicle and Equipment Mechanic position, please click [here](#).



## **STATEMENT OF SCHOOL VALUES**

As an educational community, the Academy has an administration, a faculty, and a student body committed to learning. We pursue this commitment in a dynamic environment that fosters lifelong intellectual independence, responsibility, teamwork, service, and respect for others. We are committed to creating and maintaining a diverse and inclusive community that is physically and emotionally healthy.

Applicants for employment are considered without regard to race, color, religion, sex, pregnancy or a condition related to pregnancy, sexual orientation, gender identity, national origin, ancestry, genetic information, age, physical or mental disability, status as a veteran or being a member of the Reserves or National Guard, military service, application for military service, or any other category protected under state or federal law. Please notify us if you wish to request a reasonable accommodation to complete this application, interview for the position, or otherwise participate in the hiring process. We will consider all such requests in accordance with applicable law.

\*\*\*Nothing in this Job Description restricts The Governor's Academy's right to assign or reassign duties and responsibilities to this position at any time. This position is at will, which means that it can be terminated by the employee holding the position or by the Academy at any time, with or without notice or cause.\*\*\*

