



POSITION DESCRIPTION

Date: 12-8-20

Prepared by: HR Department

Approved by: Service/Parts Director

Title: Mobile Trailer Technician (Hourly Position)

Reports to: Mobile Service Supervisor

Purpose of Position: To diagnose and repair trailer and reefer units following service department processes, procedures, and systems while practicing UKTS' values. This is a dedicated on-site position. We do not provide roadside emergency repairs.

Position Requirements:

- Education / Training - High school diploma or equivalent with 3-5 years of industry related experience and/or training strongly preferred.
- Language Skills - Ability to read and comprehend instructions, safety rules and correspondence. Ability to write correspondence. Ability to effectively communicate information tactfully, strategically, and positively in English both one-on-one and in small group situations to customers and other employees.
- Mathematical Skills - Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to interpret bar graphs
- Computer Skills – Strong knowledge and experience in using service operating systems a plus. Ability to navigate Windows based software quickly and efficiently. Use of all current technology as a communication and efficiency tool is a must.

Required Skills and Core Competencies:

- Expectations include the ability to diagnose, repair, and guide technicians in the following with no supervision:
 - Electrical Systems
 - Structural Repairs
 - Chassis Repairs
 - Hydraulic / Air Brake / ABS systems
 - Lift Gate Systems
 - Reefer Systems
 - D.O.T. Inspections
 - Perform all levels of preventive maintenance

- Identify warrantable repairs and document using provided UKTS processes.
- Must be able to keep up in a fast-paced environment.
- Ability to multi-task, prioritize, and manage time effectively.
- Excellent organization and planning skills.

Essential Duties:

- Exhibit a strong sense of urgency and constant focus on daily efficiency and production.
- Perform repairs and inspections on all semi-trailer makes and models, such as brakes, tires, wiring etc.
- Perform basic and routine preventative maintenance on vehicles, along with DOT inspections.
- Repair/Replace vehicle components.
- Open and Close repair orders on company issued laptop.
- Manage parts inventory on the service truck.
- Accurately complete DOT forms and all other forms of documentation in timely fashion.
- Maintain a high level of productivity and be able to work within or close to most SRT times.

Work Environment:

The Work environmental characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- This position requires the ability to apply common sense understanding to carry out instructions furnished in writing, oral, schedule or diagram form and the ability to use sound judgment when faced with complex circumstances.
- The ability to deal with problems involving several variables in standardized situations is essential, while maintaining a professional, calm manner when negotiating with a difficult customer or employee.
- The position is assigned to a mobile service truck.
- The physical exertion is moderate to heavy. The employee must be able to occasionally lift and or move up to 100 pounds.
- The employee must be capable of continuously climbing up and down into a truck. Other physical activities include walking, lifting, twisting, turning, and climbing a ladder.
- There are frequent employee and customer contacts.
- Requires the ability to operate a cell phone and personal computer, calculator, and other basic office equipment.
- It also requires the safe operation of a tow motor or pallet jack as needed.

- The position requires the use of electric hand tools used for cutting aluminum, wood, and steel. Also, a toolbox with all UKTS required tools.
- The employee is occasionally required to stand, walk, and drive. A valid driver license will be required to operate a jockey truck and other vehicles.
- Specific vision abilities required by this job include close vision, distance vision and the ability to adjust focus.
- UKTS reserves the right to revise or change job duties and responsibilities as the need arises. This position description does not constitute a written or implied contract of employment.

Standards:

- Work will be performed in a routine, coordinated manner as to continuously duplicate or exceed desired results.
- Always maintain a clean, organized, and safe work area. Clean work area when job is completed.
- Be ready to work at start of shift. Arrive to work early in preparation to start shift on time.
- Work performed is to be in a professional manner in accordance with or exceeding our company standards.
- Be helpful and considerate to co-workers and customers.
- Adhere to all company policies, procedures, and standards.
- Display a professional attitude toward Company and fellow employees.
- Maintain a professional appearance.
- Supply required tools as needed to effectively complete work.
- Maintain verbal and written communications as required.
- Work will be performed in accordance with all government laws and regulations.

Signing on behalf of this position and agreeing to accept all its responsibilities.

Signed: _____ Date: _____

Mobile Trailer Technician

Signing on behalf of this position and agreeing to accept all its responsibilities.

Signed: _____ Date: _____

VP of HR