

TITLE: Facilities Maintenance Mechanic
PAY STATUS: Non-Exempt
DIVISION: Operations Department
RESPONSIBILITY OF: Facilities Manager
POSITION LOCATION: Nashville Super Speedway in Lebanon, TN

The ideal candidate will adopt a GLOBE mentality. GLOBE stands for Generously Lending Our Best Efforts. This is done by holding themselves and their teammates accountable for taking our best practices “the last mile” – optimizing them for maximum value to all of our stakeholders while sharing insights on how to improve our company. The ideal candidate will also be a productive and proactive self-starter who is passionate about his/her duties and willing to put forth the extra effort to achieve excellence.

MAJOR FOCUS:

Responsible for maintenance and repair of Maintenance vehicles and tractors. Will perform onsite general maintenance of work trucks, tractors, side by sides, etc. Will perform any necessary mechanical repairs to any of aforementioned vehicles

ESSENTIAL FUNCTIONS:

- Performs maintenance and repair duties as assigned.
- Will perform onsite general maintenance of work trucks, tractors, side by sides, etc. Will perform any necessary mechanical repairs to any of aforementioned vehicles. Preparation of work area to include movement of furniture/obstructions.
- Runs errands to pick up parts and supplies as directed.
- Cleans up work areas at project conclusion.
- Drives company vehicles as part of job responsibilities to run errands, pick up/deliver parts, supplies, equipment, etc.
- Provides exceptional customer service
- Works safely, following all established safety rules and regulations
- Communicates effectively with co-workers, supervisors, and guests
- Follows all relevant policies and procedures
- Logging in all maintenance and repairs for all assets
- Use of 24/7 or other applicable software to create logs of maintenance and repairs

ADDITIONAL FUNCTIONS:

- Perform other duties as assigned.

REQUIREMENTS /EDUCATION:

- Must possess High School diploma, GED or equivalent work experience.
- Must be able to obtain Nashville Superspeedway certification to operate fork lifts, man lifts, tractors, and other related job equipment.
- Must have some general knowledge of one (or more) of the following areas: machine service, heavy equipment operation, auto track maintenance, welding, and general maintenance.
- Able to diagnose, maintain and repair automotive systems to ensure working NSS vehicles (including engines, steering, brakes, suspension, transmission, air conditioning, etc.)
- Complete service and repair assignments efficiently, safely and correctly, to pass quality inspections set forth by NSS
- Will assist in the performance of any general manual labor (i.e. loading, unloading, lifting and moving materials, supplies, etc.).

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- Comply with company safety policies and procedures
- Communicate directly to the Facility Manager regarding the status of the service work to keep up with repair time and cost.
- Provide an estimate of time needed for additional repairs
- Team oriented, flexible, and focused on maintaining a high level of customer service
- Working knowledge of shop equipment (such as wheel and tire equipment, alignment system, diagnostic equipment, AC equipment, etc.)
- Stay on repair budget
- Strong automotive knowledge
- Must possess a valid driver's license with an acceptable driving record.
- Must be able to understand basic building operation.
- Must be able to provide support to co-workers.
- Must be able to learn specific job duties and complete detailed work assignments
- Must be able to maintain knowledge of basic concepts and techniques.
- Must be able to perceive quality of work.
- Must be able to perceive emergency or distress signals
- Must be able to report to work on time as scheduled
- Must be able to work weekends, holidays, and nights as scheduled
- Must possess good English communication skills
- Must be able to successfully pass a background check
- Must present an overall professional appearance and report to work in appropriate attire
- Must be able to speak, read, and write English

FULL TIME EMPLOYEES RECEIVE:

- Medical Insurance
- 401(K)
- Paid holidays
- Paid vacation days
- Paid sick time

ORGANIZATIONAL RELATIONSHIPS:

Accountable to: Facilities Manager-NSS
Accountable for: N/A

The above description denotes some of the specific characteristics which are necessary to perform the principal functions of the job and are not intended to be a description of all the work requirements that may be inherent in the position.

Nashville Superspeedway is an equal opportunity employer.

Please send resume and cover letter to; operations@nashvillesuperspeedway.com

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ADDENDUM TO JOB DESCRIPTION

These are physical and mental requirements of the position as it is typically performed. Inability to meet one or more of these physical or mental requirements will not automatically disqualify a candidate or employee from the position. Upon request for a reasonable accommodation, the Company will review for reasonableness, depending on the requirement, the essential functions to which it relates, and the proposed accommodation.

PHYSICAL REQUIREMENTS					
X	Seeing	X	Pull (50 pounds)	X	Bend
X	Color Perception	X	Climb, Ascend/Descend (Stairs, Ladders)	X	Stoop /Kneel /Crouch
X	Hearing / Listening	X	Lift (50 pounds)		Taste
X	Clear Speech / Talking	X	Carry (50 pounds)		Smell
X	Touching	X	Drive (local / long distance)	X	Repetitive Motion
X	Dexterity /Hand	X	Walk for Extended Periods		Run
X	Dexterity /Fingers	X	Stand for Extended Periods	X	Reach (Above Shoulder)
X	Push (50 pounds)	X	Sit for Extended Periods	X	Other: Mount/Dismount forklift/truck

MENTAL / REASONING REQUIREMENTS					
X	Reading – Simple	X	Writing – Simple		Advanced Math Skills
	Reading – Complex		Writing – Complex	X	Analysis / Comprehension
	Clerical	X	Basic Math Skills	X	Judgment / Decision Making

WORK ENVIRONMENT					
X	Shift Work	X	Outside	X	Pressurized Equipment
X	Works Alone	X	Extreme Heat	X	Moving Objects
X	Works with Others	X	Extreme Cold	X	High Places
X	Verbal Contact with Others	X	Extreme Noise	X	Fumes / Odors
X	Face-to-Face Contact	X	Mechanical Equipment	X	Hazardous Materials
X	Inside	X	Electrical Equipment	X	Dirt / Dust

DISCLAIMER

The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and/or skills required of all personnel so classified.

NOTES

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