

Mechanics

Job Code	Job Title	Pay Grade
3057N3	Mechanic	21
3058N3	Mechanic Senior	23

CONCEPT:

Performs mechanical work in the maintenance and repair of gasoline and diesel powered vehicles and equipment based on the needs of the agency

TASKS:

- Diagnoses vehicles and equipment to determine the extent of damage or malfunction, using specialized testing equipment and visual or auditory tests.
- Performs equipment and vehicle service such as oil changes, lubrication, wheel packs, tire repairs, tune-ups, electrical repairs and adjustments, brake work, and other important parts to ensure that they are in proper operating condition.
- Review and maintain standard shop records, work orders and parts as necessary.
- Plans work procedures and assigns work to mechanics in other shops, consults with mechanics in other shops regarding unusual or complex repair problems. Inspects work upon completion
- Supervises, instructs and trains other mechanics in the repair and or reconditioning of vehicles and equipment.
- Uses hand tools such as screwdrivers, pliers, wrenches, pressure gauges, and precision instruments, as well as power tools such as pneumatic wrenches, lathes, welding equipment, jacks and hoists.
- Removes, disassembles, repairs, adjusts, overhauls, modifies, reassembles, and installs or replaces engine and major assemblies, subassemblies, components, and systems such as fuel injections, hydraulic, and oil pressure systems.
- Approves requisitions for parts, supervises the maintenance of a perpetual inventory of all shop tools and equipment. May be involved with tool budgets.
- Inspects equipment for condition and effective servicing, completes inspection reports.
- Acts as instructor and trainer to improve equipment operator performance, and preventative maintenance ability.

LEVELS OF WORK

- Class Group consists of two classes.

Mechanic I: This is skilled work involving the maintenance and repair of gasoline and diesel powered vehicles and equipment. Work involves repairs to broken, worn and otherwise damaged mechanical and electrical parts of motorized equipment in trucks, automobiles and other similar size vehicles and makes adjustments to keep such equipment in a satisfactory working condition; replaces broken, worn and defective parts such as gears, shafts and bearings; makes adjustments to correct faults such as imperfectly operating tie rods and steering gear or poor wheel alignment; makes adjustments to such parts as motor, brakes and ignition system; and disassembles and replaces parts of the vehicles such as the motor, differential, transmission and running gear.

Minimum Requirements: Six months of experience in automotive mechanics at low end and two years of experience in automotive mechanics at the higher range. Education may be substituted for experience as determined relevant by the agency.

Mechanic II: This is skilled mechanical work involving the repair, maintenance and overhaul of variety of heavy vehicles and/or construction equipment. Work also involves the repair and overhaul of a variety of other automotive or lighter equipment and may supervise the work of helpers or another mechanic. Work includes diagnose engine, drive train, electrical, hydraulic and other mechanical failures using engine analyzers, visual and/or audible indicators; disassembles engines; inspects, removes, repairs and replaces engine parts; repairs and overhauls transmissions, differentials, brakes, clutches, dump hoists, electrical systems, cooling systems, water handling apparatus on pumper units, steering units, etc; repairs various specialized parts of equipment;

performs welding in connection with repair work; and may participate in the planning and implementation of a preventative maintenance schedule for each vehicle and equipment.

Minimum Requirements: One year of experience in automotive and/ or diesel mechanics to meet the needs of the agency. Education may be substituted for experience as determined relevant by the agency.

REF: 12/13

REV: 7/14

REV: 9/14