

Class Code: 7382
EEO Code: N-07
Pay Grade: LT-18

Group: Labor and Trades
Series: Equipment and Plant Management

CLASS TITLE: MECHANIC II

PURPOSE OF THE CLASSIFICATION: Under general supervision performs skilled maintenance and repairs on light, medium and heavy-duty gasoline and diesel-driven motorized vehicles as assigned by management following all established standards and procedures, and other related assigned duties.

ESSENTIAL TASKS:

- Performs journeyman level maintenance and repair of automotive and other equipment; overhauls and repairs gasoline and diesel engines, transmissions and drive trains, heating and cooling systems, alignments, clutches, air brake systems, differentials, exhaust systems, ignition systems, fuel systems, and a variety of small engine driven equipment
- Performs scheduled and preventative maintenance and repairs of automotive and related equipment; performs equipment inspections and tune ups; provides general maintenance support of a variety of tools and equipment used in construction and ground maintenance
- Monitors, troubleshoots, diagnoses and provides required repairs; researches and locates specialized parts, tools and equipment; provides estimates of resources required including time and parts costs
- Assists with field maintenance and repairs as required; operates a variety of automotive and test equipment; performs required testing and inspections in accordance with regulations and standards
- Prepares logs, reports, work and supply orders using computerized management system as required; updates and maintains maintenance system; maintains parts and equipment inventory levels and systems
- Maintains organization of and cleans work area and related equipment and tools
- Must report to work on a regular and timely basis,

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Graduation from high school or possession of a General Educational Development Certificate (GED) with a combination of four (4) years of vo-tech/post-secondary automotive or diesel mechanical training and/or dealer-level or large fleet experience.

Employee will be eligible for a one step pay increase following the completion of four (4) of any eight (8) of the ASE Automobile & Light Truck Certifications Tests (A1-A8) **OR** four (4) of any seven (7) of the ASE Medium-Heavy Truck Certification Tests (T2-T8); Upon completion of all ASE required testing that results in obtaining a "Master ASE Technician" status, employee will be eligible for an additional pay step. Employees obtaining a Fire Apparatus Technician Level 2 certification will be eligible for one pay step increase; upon successful completion of all EVT requirements to obtain "Master Level III" status, employee will be eligible for an additional pay step increase. Employees obtaining five (5) of the ten (10) Ford component certifications (Diesel Engine Performance, Diesel Engine Repair, Automatic Transmissions, Steering and Suspension, Gasoline Engine Repair, Gasoline Engine Performance, Climate Control Systems, Electrical Systems, Manual Transmission and Drivetrain and Brakes) will be eligible for a one pay step increase. Upon successful completion of all 10 Ford certifications that comprise the "EMD/Ford Master Tech" status, employee will be eligible for an additional pay step increase. Failure to maintain certifications from which a pay step increase resulted will result in loss of pay step.

Knowledge, Abilities, and Skills: Possesses a broad knowledge of vehicles' complex components, including interaction and operation; good knowledge of the operating principles and mechanics of internal combustion engines; good knowledge of heavy equipment and automotive equipment; good working knowledge of motorcycle maintenance and related performance handling needs, pneumatic/hydraulic systems, impeller and vacuum pumps; and a thorough understanding of the occupational hazards and safety precautions of the trade. Ability to communicate effectively verbally and in writing, ability to perform heavy manual labor in inaccessible spaces;

ability to climb ladders or platforms at high altitudes; ability to operate automotive diagnostic equipment; ability to maintain simple time and material records; ability to utilize computerized systems; ability to expertly diagnose issues based upon experience, analysis, and testing; ability to drive both automatic and standard transmission vehicles; and the ability to courteously and tactfully communicate with fellow workers, supervisors, other members of the organization, and the public in giving and receiving information. Applicant must possess skill in the care and use of hand tools and related mechanical equipment used in the automotive/diesel mechanical trade, skill in locating and repairing mechanical and electrical defects in automotive equipment, and good time management skills.

Physical Requirements: Physical requirements include standing and walking; frequent lifting, carrying, pushing, and pulling up to 50 pounds, occasional lifting, carrying, pushing, and pulling up to 60 pounds; frequent balancing, kneeling, bending, reaching, handling, feeling, smelling, and twisting; occasional crawling, and climbing; and vision, speech, and hearing sufficient to perform essential tasks.

Licenses and Certificates: Must obtain at least one Automotive Service Excellence (ASE) certification within the first year of employment. Some positions within this classification will be required to obtain a valid Class "A" or "B" Commercial Driver's License (CDL) and/or a Department of Transportation (DOT) Inspector's license, Air Conditioning Repair License, Freon Recovery Certificate within six (6) months of date of hire and Emergency Vehicle Technician Certificate on Fire vehicles within three (3) years of date of hire, and all positions within this classification are required to become Factory Certified Technicians on different vehicles in the city's fleet within three (3) years of date of hire. Applicants with aforementioned certifications will be preferred. Applicant must possess an unrestricted driver's license with a clean driving record and a strong technical performance record.

WORKING ENVIRONMENT: Working environment is primarily indoors and occasionally outdoors, and in inclement weather. May be exposed to the following: hazardous materials, flammable liquids, traffic, cramped work areas, excessive dust, weather/temperature extremes, cutting/chipping/grinding, damp/wet surfaces, snow/ice covered surfaces, toxic fumes/vapors/odors, confined spaces, compressed gases, high noise areas, extreme heights and required to be on 24-hour standby, subject to callback and overtime.

Effective date: April 25, 2016