

AUTOMOTIVE MECHANIC

GENERAL DEFINITION OF WORK

This is a skilled position. An employee in this class under general supervision of the Equipment and Shop Supervisor(s) or assistant performs a variety of tasks and duties involving the diagnosis, maintenance, and repair of trucks and highway maintenance equipment, and the application of methods and techniques used in the automotive mechanic craft on passenger cars, light trucks, heavy trucks, and heavy equipment.

ESSENTIAL TASKS

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Performs major and minor motor repair and replacement work and performs truck and equipment safety inspections in accordance with Federal and/or State laws.

Installs, disassembles, cleans, repairs, replaces parts; reassembles and tests a variety of drive train equipment and engine components; installs rings and bearings and effects proper adjustment; overhauls and repairs carburetors, transmissions, and clutches; checks alignment of wheels and adjusts and installs brakes; changes tires; performs electrical installation and repair work on equipment such as batteries and terminals, lights, turn signals, and fuses.

Installs and repairs exhaust systems; installs and repairs engine components; performs maintenance and repair work and tests equipment during road calls.

May do welding, cutting, and fabricating on tools or parts for trucks, equipment, and facilities; performs major and minor body repairs; straightens frames, fenders, etc.

Responds to road calls and makes emergency repairs to disabled vehicles and equipment.

May work with road crews as required during snow clearance and other projects.

Performs related work as required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Considerable knowledge of the construction, assembly, adjustment, diagnosis, and maintenance of a wide variety of trucks and equipment. Knowledge of the proper use, care, and maintenance of equipment and tools. Working knowledge of: gasoline and diesel powered engines and the automotive trade. Capable of and experience in moving trucks and equipment. Willingness and ability to assist other members of the County Roads Division or Allegany Transit in other types of work. Ability to: operate electronic and mechanical testing equipment used in the automotive industry; and keep records of repair and service operations. Provides own standard, basic mechanics-type tools necessary to perform his job duties. Ability to read and write English.

MINIMUM EXPERIENCE, TRAINING, AND EDUCATION

Completion of high school, supplemented by two (2) years of skilled experience as an Automotive Serviceman with the County or five (5) years of skilled experience as an automotive mechanic outside the County; or preferably high school graduate with vocational classes and completion of an apprenticeship in automotive mechanics.

Associates Degree in Automotive Technology or equivalent, specialized courses in automotive diagnosis, maintenance, repair, and/or inspection, and/or computer skills desirable.

A comparable amount of training and experience may be substituted for the minimum qualifications.

PHYSICAL REQUIREMENTS

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact as normally defined by the ability to see, read, talk, hear, and handle or feel objects and controls. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to a, personal computer, calculator, copier, and fax machine. Significant standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, handling, pushing, and pulling. Ability to lift up to 100 pounds.

SPECIAL REQUIREMENTS

Possession of a valid Commercial Driver's License (CDL) at the appropriate class and with the necessary endorsements to operate equipment required in this classification.

Non-Exempt

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