

CITY OF TAFT

CLASS TITLE: MECHANIC

RANGE 29.9
\$1,316 - \$1,600 Bi-weekly

BASIC FUNCTIONS:

Performs general automotive, truck, and equipment maintenance and repair to maintain the vehicles and mechanical equipment for all City departments.

SUPERVISION RECEIVED

Works under the general supervision of the Fleet Manager.

SUPERVISION EXERCISED

None generally.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Performs general maintenance and repair on automobiles, light and heavy trucks, backhoes, loaders, and other automotive and mechanical equipment.

Performs lubrication and other routine service work.

Performs tire repair, balancing, and change out services.

Assists in trouble shooting, overhaul, and major repair activities.

Performs general maintenance work on the tools, equipment, and garage facilities as required to maintain a safe and efficient garage operation.

Provides emergency field assistance to disabled equipment as needed and appropriate. Responds after hours and on weekends as assigned.

PERIPHERAL DUTIES

May serve as a member of various employee committees.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

(A) High school diploma or GED equivalent plus some training in mechanics, maintenance management, or a closely related field.

MECHANIC CONTINUED

(B) One (1) year experience as an auto/truck mechanic, or

(C) Any combination of experience and education that would be likely to provide the required knowledge, skills, and abilities could be qualifying, as determined by the City.

Necessary Knowledge, Skills and Abilities:

(A) Knowledge of the principles of operation of gasoline and diesel engines and of mechanical repair methods as applicable to automobiles, light and heavy trucks, and construction equipment. Knowledge of the hazards and safety precautions common to municipal maintenance and repair activities; Working knowledge of the practices, methods, materials and tools used in modern equipment maintenance.

(B) Skill in operation and care of listed tools and equipment.

(C) Ability to communicate effectively verbally and in writing; Ability to establish and maintain effective working relationships with employees, supervisors, vendors and the public.

SPECIAL REQUIREMENTS

Valid State of California Class B Driver's License, or ability to obtain one.

TOOLS AND EQUIPMENT USED

Motorized vehicles for mechanical testing purposes, power and hand tools and equipment for vehicle and mechanical system work; mechanic's tools including jacks, hydraulic lifts, air tools, and other tools required for minor repairs and routine maintenance of motorized vehicles; electronic vehicle diagnostic equipment; personal computer, calculator, phone; mobile or portable radio.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl. The employee is occasionally required to walk, sit and talk or hear. The employee must frequently lift and/or move up to 25 pounds, and occasionally lift weights up to 100 pounds. Specific vision abilities required by this job include close vision, color vision, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment 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.

While performing the duties of this job, the employee frequently works near moving mechanical parts or in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, fumes, toxic or caustic chemicals.

The noise level in the work environment is moderately noisy.

SELECTION GUIDELINES

City of Taft application, rating of education and experience; oral interview and reference check; job related tests may be required including a physical by the City physician.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.