

Fleet Mechanic I

CLASS SUMMARY:

Under direct supervision, maintains, repairs and overhauls heavy and light trucks, construction equipment, automobiles, fire vehicles, police vehicles, small gasoline engines and similar equipment; operates basic hand, power and shop tools.

REPRESENTATIVE DUTIES:

The following typical tasks and responsibilities are representative of all positions of the class. They are descriptive, not limiting.

Essential Duties:

- Diagnoses and performs repairs to engines, involving inspection and replacement of broken or worn parts such as pistons, piston rings, valves, bearings, fittings, wrist pins, gaskets, etc.
- diagnoses and repairs, cleans, adjusts and installs fuel, ignition, electrical and cooling systems involving repair and replacement of such parts as carburetors and fuel pumps, starter motors, distributors, generators, voltage regulators, wiring switches, batteries, and radiators, thermostats, water pumps, etc.
- Diagnose repairs and overhauls power transmission systems including such parts as clutches, automatic and standard transmissions, differential units, gears, bearing, universal joints and hydraulic units.
- Diagnoses, repairs, and adjusts steering mechanisms and other controls, checking and aligning wheels.
- Repairs vehicle body and chassis parts, using hand and power tools, electric arc and oxy-acetylene welding equipment.
- Road tests vehicles; drives trucks or equipment as required; inspects vehicles in the shop and field.
- Diagnoses engine electronic computer using diagnostic scope; smog checks and certifies vehicles.
- Diagnoses and performs electrical, hydraulic and other repairs in the field.
- Performs preventive maintenance work on fire and police equipment, construction equipment, heavy trucks, street sweepers, automobiles, light trucks and other equipment.
- Reads and interprets manuals, drawings and specifications.
- Maintains and repairs small gasoline engines and similar equipment found on mowers, chain saws, etc.
- Completes forms and keeps accurate maintenance records.
- Diagnoses, repairs and maintains vehicle air brakes, hydraulic systems and associated power take-off equipment.
- Modifies and fabricates new parts for truck bodies and similar equipment.
- Installs and repairs power take-off equipment such as small electric cranes, hoists and small hydraulic lift equipment.

- Performs welding work of vehicles, equipment and tools; fabricates metal parts for vehicles, equipment, tools, plates, grates, rubbish bins, etc.
- Straightens and repairs bent vehicles, equipment, and tools.
- Fabricates and installs bumpers, tow bars, ladder racks, toolboxes, pipe railings, etc.
- reads and interprets blueprints, sketches, and rough drawings
- ensures proper safety precautions are observed
- performs preventive maintenance and service work, including tune-ups, checking and replenishing fluid levels, replacing hoses, belts, batteries, wiper blades, bulbs, lamps
- May clean vehicles.

MINIMUM QUALIFICATIONS:

Knowledge of:

- Methods, techniques, parts, tools and materials used in the maintenance and repair of diesel and gasoline-powered vehicles and equipment; operation and maintenance of basic hand, power and shop tools and equipment common to the field
- safe work methods and safety regulations pertaining to work
- use and operation of oxyacetylene and electric arc welding equipment and materials
- Practices and procedures of shop and field welding; welding properties of various metals and alloys.
- Ability to:
 - Diagnose and repair, with some direction, a wide variety of diesel and gasoline-powered vehicles and equipment and related components
 - operate and maintain basic hand, power and shop tools and equipment used in the work
 - understand and follow oral and written instructions
 - prepare basic records and reports
 - read and interpret manuals, specifications and drawings
 - calculate shop mathematics
 - Establish and maintain effective working relationships with those encountered in the course of the work.

Training and Experience:

A typical way of obtaining the knowledge, skills, and abilities outlined above is Three years of experience in the maintenance and repair of vehicles or heavy construction equipment. Successful completion of appropriate trade school or technical course work in diesel or gasoline-powered mechanics may be substituted for up to one year of the required work experience.

Licenses, Certificates or Special Requirements:

Possession of a valid Class "C" California driver's license. A Class "B" California driver's license must be obtained within the six-month probationary period. Some positions may be required to possess a valid Class "A" smog license. May require certain State certifications or licenses as needed to perform job duties. Must provide own tools as per established guidelines.

Physical Conditions or Special Working Conditions:

Must possess sufficient strength and stamina to lift and remove or install parts weighing up to 80 pounds. Must be willing to work outdoors in all weather conditions and to work in confined areas, from heights, and with exposure to unpleasant and potentially hazardous conditions.

DISTINGUISHING CHARACTERISTICS:

Fleet Mechanic I is the entry-level class in the Fleet Mechanic series. Under direct supervision, incumbents learn and perform a variety of duties in the maintenance and repair of a wide variety of motorized equipment. Fleet Mechanic I and II are differentiated in that Fleet Mechanic I is a journey level automotive mechanic while Fleet Mechanic II is a journey level fleet mechanic in the maintenance and repair of a wide variety of municipal equipment such as refuse, fire and heavy construction equipment.

Physical Profile: II,2,3,4,6,8,12,13,14,15,16,17,18,19,20

GRADE: 243
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