



Vehicle & Equipment Mechanic I/II

Class Code:
715,716

DEFINITION

Under supervision (Vehicle & Equipment Mechanic I) or general supervision (Vehicle & Equipment Mechanic II) of the General Facilities Supervisor and observing all safety precautions, tests, diagnoses, and performs semi-skilled and skilled preventive maintenance and repairs of gasoline and diesel powered light and heavy duty vehicles and construction machinery and equipment in field and garage environments; prepares and maintains time and materials and repair and maintenance records; provides technical assistance to District personnel; and performs related work as required.

DISTINGUISHING CHARACTERISTICS

Vehicle & Equipment Mechanic I is the entry-level class in the Vehicle & Equipment Mechanic series. Under close to general supervision, within a framework of established policies and procedures, incumbents learn and perform a variety of maintenance and routine repair work on engines, engine accessories, and power transmission systems on automobiles, trucks, and construction equipment and learn to skillfully perform more complex testing, diagnostic, and repair work. As experience and proficiency are gained, assignments become more varied and complex. Assignments are given in specific terms and are subject to frequent review while in progress and upon completion by the General Facilities Supervisor. Incumbents may be assigned more skilled work under close supervision for training purposes. There is limited latitude for independent judgement and action in well-defined areas of work.

This classification is distinguished from the experienced, journey-level Vehicle & Equipment Mechanic II class by the routine nature and limited complexity of work assignments and the level of supervision received. The Vehicle & Equipment Mechanic I and II classifications are flexibly staffed. Upon recommendation of the immediate supervisor and approval by the department manager, incumbents in this class may advance to the Vehicle & Equipment Mechanic II classification after two (2) years at the first level and with demonstrated proficiency to meet the job requirements of the Vehicle & Equipment Mechanic II classification.

Vehicle & Equipment Mechanic II is the experienced, journey level class in the Vehicle & Equipment Mechanic series. Under general supervision, within a framework of established policies and procedures, incumbents diagnose, maintain, repair, and overhaul engines, engine accessories, power transmission systems, and other systems of automobiles, trucks, construction machinery, and equipment. Incumbents modify and/or perform fabrication work on truck bodies and construction machinery to meet District requirements. Assignments are given in general terms and are subject to periodic review while in progress and upon completion by the General Facilities Supervisor. There is significant latitude for independent judgment and action in well-defined areas of work.

This classification is distinguished from the entry-level Vehicle & Equipment Mechanic I by the complexity of work assignments, the potential impact of error, and the increased levels of independence and judgment exercised in the performance of work activities.

TYPICAL DUTIES

TYPICAL EXAMPLES OF DUTIES MAY INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

Vehicle & Equipment Mechanic I

- Performs minor repairs on gasoline and diesel engines, transmissions, and differentials.
- Disassembles, inspects, repairs, adjusts, installs, and performs routine preventive maintenance on District vehicles, construction equipment, machinery, and trailer accessories and components.
- Performs necessary inspection and repairs to bring vehicles into compliance with emission control standards and to maintain certification.
- Maintains and installs all electrical components, such as directional lights, safety warning lights, starting and charging systems on all District vehicles.
- Makes roadside repairs on an as needed basis.
- Completes and maintains time, materials and repair records and documentation.
- May repair vehicle body and chassis parts using hand and power tools; installs and repairs power take-off equipment such as cranes and hoists.
- May perform minor arc and gas welding repair and other fabrication as needed.
- May change tires and balance wheels.
- Performs other related work as required.
- Vehicle & Equipment Mechanic II (*In addition to the duties listed above*)
 - Tests, diagnoses and makes major repairs of electrical and mechanical malfunctions on all District vehicles and construction equipment including malfunctions of fuel, ignition, electrical, cooling and emission control systems, hydraulic, hydrostatic, and electro-hydraulic systems, electric and hybrid drive systems, power transmissions and differentials, universal joints and hydraulic units, steering mechanisms and other controls, and wheel alignments.
 - Maintains records and documentation required for regulatory compliance to meet District requirements.
 - Maintains inventory of parts and materials; assists with vehicle and equipment specification requirements.
 - Performs other related work as required.

REQUIREMENTS

Any combination of education and experience that would likely provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills, and abilities would be the equivalent of:

Education and Experience:

Possession of a high school diploma or its equivalent; and

Vehicle & Equipment Mechanic I: Three (3) years of full-time experience in automotive and truck mechanic repairs or its equivalent, which includes working knowledge of gas and arc welding.

Vehicle & Equipment Mechanic II: Two (2) years of full-time experience equivalent to that of an Vehicle & Equipment Mechanic I within the District or equivalent.

Knowledge, Skills, and Abilities:

Knowledge of: modern automotive maintenance and repair methods and procedures; proper and safe use of general automotive repair tools and overhaul and testing equipment; lubrication methods and practices; principles of gasoline and diesel powered engines, electrical systems, power train systems, and smog device systems; applicable safety requirements; modern office practices, methods, and computer equipment and applications related to the work, including word processing, database, and spreadsheet software.

Skill and Ability to: skillfully and safely use standard hand and power tools of the trade; diagnose and skillfully repair mechanical and electrical malfunctions in gasoline, hybrid, electrical, and diesel-powered vehicles involving the use of specialized tools, instruments, and equipment; read, interpret, and comprehend various technical manuals and related materials; keep accurate records incidental to work; safely and skillfully operate a motor vehicle; use independent judgment and initiative to continue training in the latest knowledge and techniques of the trade; operate modern office equipment including computer equipment and specialized software applications programs; communicate clearly and concisely, both orally and in writing; establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Automotive Mechanic II (*In addition to the duties listed above*)

Skill and Ability to: diagnose and determine engine and other operating defects; properly test and make extensive repairs to engines, transmissions, differentials, hydraulic systems, electrical and hybrid drive systems, power generation systems, pneumatic power supply systems, chassis parts and electrical, fuel, ignition, cooling, steering, hydraulic, and air systems; effectively use and adjust computerized diagnostic equipment; operate electric, mig and acetylene welding equipment.

Additional Requirements:

- Must possess a valid California driver's license and maintain a satisfactory driving record.
- Class A license within one year.
- Automotive Service Excellence (ASE) certification is desirable.

Working Conditions/Physical Requirements:

Essential duties of these classifications are performed in both shop and field environments in all weather conditions; frequently on slippery and uneven surfaces, around machinery and equipment with moving parts; with potential exposure to constant noise, dust, allergens, fumes, smoke, gases, grease, oils, electrical energy, solvents and chemicals.

Essential duties of these classifications regularly require incumbents to: work in awkward positions for prolonged periods of time; climb, stoop, kneel, bend, crouch, or crawl; extend hands and arms in any direction to reach, frequently lift and carry objects weighing up to 90 pounds and occasionally up to 150 pounds; stand and walk for extended periods of time; push with upper extremities to exert steady force or to thrust objects weighing up to 250 pounds forward, downward or outward in sustained motion; use finger dexterity to accomplish repairs; use hand strength to grasp tools and objects; sense attributes of objects by touch; hear and speak to express and receive detailed information; and maintain body equilibrium while walking standing or working on narrow, slippery or moving surfaces.

Revised: 09/13, 11/21

Approved: _____
Human Resources/Risk Manager