

CITY OF SALINAS

EQUIPMENT MECHANIC I

BARGAINING UNIT/CLASS CODE:

SEIU / K06

DEFINITION

To perform minor to moderately complex mechanical repair to automotive, diesel, and other motorized equipment, and to perform routine maintenance and service to a variety of City equipment and vehicles.

DISTINGUISHING CHARACTERISTICS

This is the entry level in the Equipment Mechanic class series. Positions in this class perform mechanical repair work of a routine moderately complex nature, working under the guidance and training of more experienced mechanics. Generally, mechanics in this class are not familiar with the full range of City owned equipment and vehicles, but are able to perform skilled mechanical work on automobiles and other motorized equipment.

SUPERVISION RECEIVED AND EXERCISED

Receives immediate supervision from higher-level personnel progressing to general supervision with experience and training. No supervision is exercised over others.

ESSENTIAL JOB FUNCTIONS OF THE POSITION Duties may include, but are not limited to the following:

Assist with inspecting, diagnosing, and locating mechanical difficulties on City automobiles, trucks, and a variety of diesel and gasoline powered maintenance and construction equipment. Repair and adjust engines, clutches, and other mechanically moving equipment parts. Tune up engines, replace ignition parts, clean and adjust carburetors. Perform maintenance and repair on a variety of brake systems. Replace or repair faulty mechanical parts and equipment including wheel bearings, clutches, oil seals, shock absorbers, exhaust systems, steering mechanisms, and equipment accessories. Maintain work, time and material records. Inspect automotive and power equipment for gas, oil, water, air battery water and other fluids, and add these supplies as needed. Lubricate all types of automobiles, trucks, light to heavy motorized and non-motorized equipment; change oil, filters, spark plugs, tail pipes, and mufflers; service transmissions and differentials. Inspect, rotate, replace and repair tires. Clean and wash equipment; steam clean motors and chassis. Keep records of dates and odometer reading on services performed, and amounts of supplies used. Perform emergency roadside mechanical services on City vehicles and equipment. Perform other duties as assigned.

PHYSICAL AND MENTAL CHARACTERISTICS

Physical mobility and stamina to stand and walk for long periods of time, and to walk over uneven surfaces. Physical agility to push/pull, squat, twist, turn, bend, climb, stoop and reach overhead. Physical strength to lift up to 50 pounds, and up to 90 pounds with assistance. Manual dexterity sufficient to use hand and power tools. Hearing and speaking ability sufficient to converse over the telephone, two-way radio and in person often over the noise of machinery and traffic, to detect and describe noises in machinery. Vision sufficient to read fine printed materials on labels, manuals, diagrams, to work with color-coded wires with no color deficiencies, and to drive. Detect odors. Mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions

WORK CONDITIONS

Willingness and ability to work outdoors in a service bay, and occasionally in emergency situations, work under adverse weather conditions such as at night, in heavy traffic, in heat, cold and rain; wear a uniform and appropriate safety equipment; and attend workshops and classes during work and non-work as required. Work in and around potentially hazardous materials including various petroleum products, grease, motor oil, brake fluid, antifreeze, and freon.

**CITY OF SALINAS
EQUIPMENT MECHANIC I (continued)**

QUALIFICATIONS

Knowledge of:

Tools, equipment, parts and procedures used in the overhaul, repair, and adjustment of gas and diesel-powered equipment. Operation and care of internal combustion and fluid powered vehicles and equipment. Safe work practices.

Ability to:

Perform minor and moderately complex mechanical work on variety of motorized equipment and vehicles. Use a variety of tools and equipment with skill. Maintain legible and accurate shop and repair records. Understand and safely carry out oral and written directions. Establish and maintain cooperative working relationships with others.

Skills to:

Operate and use a variety of power and hand tools. Perform a variety of routine to moderately complex mechanical repairs safely and accurately.

License or Certificate:

Possession of a valid California Driver's License. Obtain California Class B Driver's License within six (6) months of hire.

Education and Experience:

An example of the education and experience which most likely demonstrates the knowledge, skills and abilities required to perform the duties would be any combination equivalent to completion of the twelfth grade, and two years of journey level experience in automotive and equipment repair or one year of the same experience following completion of an accredited mechanic apprenticeship program.

Reviewed _____
Department Director

Approved _____
Human Resources Officer

Approval Date _____

ORIG: 2-84, REV: 2-94, REV: 7-97, REV: 7-07