

## EQUIPMENT MECHANIC III

### PURPOSE

To perform a variety of complex and highly skilled, and semi-skilled maintenance and repair of automotive, paratransit vehicles, and other motorized equipment.

### WORKING CONDITIONS

Work is normally located in garage setting. Exposure to noise, odors, fumes, cleaning chemicals, dust, and possible shock. Work may involve repair of vehicles and equipment in the field with possible adverse weather such as rain, cold, dirt and dust. Work involves physical effort to perform mechanical tasks on top of, under, inside and around vehicles.

### PHYSICAL DEMANDS

Moderate to heavy lifting (up to 100 pounds); stooping, reaching, crawling, and standing. The position also emphasizes speech, hearing, visual acuity, and touch.

### DISTINGUISHING CHARACTERISTICS

This is the advanced journey level of the Equipment Mechanic series. It is distinguished from Equipment Mechanic II classification in that positions assigned to this class are expected to perform the most complex and highly skilled mechanic work. Employees at this level are required to be fully trained in all technical aspects of assigned area of responsibilities. Receives general supervision from the Street Maintenance Supervisor or Director of Public Works. Exercises technical and functional supervision to lower level mechanic personnel as assigned.

### ESSENTIAL JOB FUNCTIONS - Duties may include, but are not limited to, the following:

Plan, schedule, prioritize and assign maintenance and repair work; inspect and review the work in progress and upon completion; participate in performing routine maintenance and repair work.

Inspect, diagnose, and locate mechanical difficulties on city automobiles, trucks, paratransit buses, and a variety of maintenance and construction equipment; estimate time and material requirements; read and interpret shop manuals and specifications; provide technical assistance to assigned equipment maintenance personnel.

Perform difficult, technical and complex equipment repair and maintenance tasks, including locating and diagnosing complex mechanical defects; overhauling gasoline and diesel engines; inspecting, cleaning and repairing fuel, ignition, electrical and cooling systems; repairing and overhauling power transmission systems; repairing and adjusting hydraulic lifts, steering and braking

mechanisms; repairing, rebuilding and strengthening equipment parts, vehicle bodies and chassis parts.

**ESSENTIAL JOB FUNCTIONS - Continued**

Recommend special work required or necessary equipment maintenance; obtain estimates for required services and materials as directed; assist Street Maintenance Supervisor or Director of Public Works in procuring needed equipment, personnel and materials.

Train employees in work methods, use of tools and equipment and relevant safety precautions; ensure a clean and safe work environment for all municipal garage employees.

Ensure the proper maintenance, repair and storage of all shop tools and equipment; order needed supplies; ensure maintenance of an adequate inventory to accomplish assigned jobs.

Keep required labor, equipment and material records and submit reports as directed; assist Street Maintenance Supervisor or Director of Public Works with developing budget figures for the municipal garage.

Maintain continuous awareness and concern for on-the-job safety.

Answer road calls for emergency service and determine whether equipment can be repaired in the field or must be returned to the shop as necessary.

Make every reasonable effort to continually improve the manner in which the job is performed and increase the quality of service to the public using principles of good customer service.

Perform related duties as assigned.

**DESIRABLE QUALIFICATIONS:**

**Knowledge and Abilities:**

Knowledge of the principles and practices of repair, overhaul, servicing and preventive maintenance of heavy and light gasoline and diesel-powered equipment; techniques, methods, materials tools and equipment used in the overhaul, servicing, and preventive maintenance heavy and light gasoline and diesel-powered equipment; operation and maintenance of a wide variety of equipment, hand, shop and power tools used in the repair of automotive and other motorized equipment; principles and practices of basic record keeping; **safe work methods and safety practices pertaining to the work assigned; basic principles of supervision and training.**

**Ability to diagnose and determine engine and other operating defects; to make extensive repairs of motors, transmissions, differentials, chassis parts, and electrical, fuel, ignition, cooling, steering, and hydraulic and air systems including proper testing and adjustments; operate a wide variety of power hand tools in a skillful manner, including drills, grinders, and welding equipment; effectively plan, schedule, assign and supervise activities of an efficient equipment maintenance program; estimate needed materials and labor and secure sufficient quantities; read and interpret instruction manuals and diagrams; assist in supervising, training, and evaluating less experienced equipment mechanic personnel; work effectively without immediate supervision; to read and interpret instructions, manuals, and diagrams; to keep records and make reports; to understand, carry out and issue clear oral and written instructions; communicate clearly and concisely, both orally and in writing; perform computer software operations for fleet management system; establish and maintain cooperative and effective relationships with those contacted in the course of work.**

**Education and Experience:**

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

**Education:**

**Equivalent to completion of twelfth grade supplemented by technical or college level training in the automotive/equipment maintenance.**

**Experience:**

**Three years of journey-level work experience in the maintenance and repair of automotive and other gas and diesel-driven equipment. Prior lead/supervisory experience is desirable.**

**Other Requirements:**

**Possession of a valid Class C California Driver's License and a satisfactory driving record are conditions of initial and continued employment.**

**Possession of, or ability to obtain, a valid California Class A and/or B motor vehicle operator's license with a passenger and air brake vehicle endorsement is required within one year of employment**

**National Institute for Automotive Excellence (ASE) certified master mechanic is desirable.**

**Other recognized certifications may be required if the certification is necessary for the performance of job duties.**