Title: Automotive Mechanic 1

Pay Scale Group: 97A

Essential Function

Under general supervision from higher level supervisor, perform preventive maintenance and service on cars, trucks and equipment (e.g., van, pick-up truck, stake body truck, mower, lawn mower, tractor, chain saw, distributor, generator, weed eater and pumps) and repair and replace major parts (e.g., brake systems, transmissions, clutches, water pumps, carburetors, valves, rings, exhaust systems, electrical systems and batteries) and maintain records of repairs and maintenance tasks performed.

Characteristic Duties

1. Perform preventive maintenance and service on cars, trucks and equipment (e.g., van, pick-up truck, lawn mower, tractor, chain saw, tar distributor, generator, weed eater and pumps (i.e., excludes work on diesel engines and hydraulic mechanisms).

2. Repair and replace major parts on cars, trucks and equipment (e.g., brake systems, transmissions, clutches, water pumps, carburetors, valves, rings, exhaust systems, electrical systems and batteries).

3. Maintain records of repairs and maintenance tasks, performed; order parts.

4. Service and repair vehicles and equipment in the field; use welding equipment to straighten and bend metal and/or remove fenders.

5. Maintain housekeeping conditions as prescribed by area.

6. Perform other related duties as required (e.g., keep shop area clean and orderly; remove ice and snow, repair mowers and sharpen blades).

Unusual Working Conditions

- May be on call 24 hours a day, 7 days a week; work with potentially dangerous equipment; exposed to dirt, dust, fumes, chemicals, etc.

Minimum Qualifications

- Completion of technical or high school vocational program in automotive mechanics; or high school/GED diploma and 1 year directly related work experience. Must be able to lift up to 25 pounds. Must have a current valid driver's license with an acceptable driving record.

Last updated: February 2009