Title: Automotive Mechanic 3  
Pay Scale Group: 09

Essential Function

Under general supervision from a designated supervisor, serve as lead mechanic (e.g., provide work direction, training of others) over lower-level auto mechanics.

Characteristic Duties

1. Serve as lead mechanic (e.g., provide work direction, training of others) over lower-level auto mechanics & inspects completed work.

2. Schedule maintenance and repairs of equipment (e.g., operating hand and power tools, operating test equipment), keep maintenance records, monitor inventory, order parts, supplies and inspect equipment at regular intervals.

3. Perform complex equipment maintenance (e.g., electrical repairs and transmission repairs); make other repairs in absence of qualified mechanics or when workload prevents assignment of other personnel.

4. Study resource bulletins and manuals from manufacturers, attends training session, schedule repairs to correlate with other supervisors and answers telephone calls from agency and general public.

5. Perform related duties based on departmental need.

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

- Three years as an Auto Mechanic 1 or 2; or 1 year service training in automotive school and two years as an Auto Mechanic 1; and/or an equivalent combination of education and experience. Must be able to lift up to 25 pounds. Must have a current valid driver's license with an acceptable driving record.