

FLEET MECHANIC

DEFINITION

Under general supervision, performs major and minor mechanical repairs and maintenance on a wide variety of fleet equipment including motor vehicles, police and fire vehicles, construction equipment, power equipment and other machinery, and performs other related work as required.

DISTINGUISHING CHARACTERISTICS

The Fleet Mechanic is the journey-level classification in the Fleet Mechanic series. Positions at this level perform the full range of skilled mechanical repair, diagnostic, and maintenance duties on City vehicles and equipment, including police and fire units. Incumbents work independently on assignments requiring technical proficiency but do not have lead or supervisory responsibility. This class is distinguished from the Senior Fleet Mechanic, which performs more complex diagnostic work, repairs specialized and heavy equipment, and provides lead direction and training to other staff.

EXAMPLES OF DUTIES

The following list of duties is intended only to describe the various types of work that may be performed and the level of technical complexity of the assignment(s) and is not intended to be an all-inclusive list of duties. The omission of a specific duty statement does not exclude it from the position if the work is consistent with the concept of the classification or is similar or closely related to another duty statement.

Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

Essential Duties

1. Inspects, diagnoses, tunes up and repairs a full range of fleet equipment including gas and diesel automobiles, trucks, motorcycles, sweepers, and alternative vehicles such as Electric, Biodiesel and Flexfuel vehicles, along with other mechanical equipment in city service.
2. Repairs transmissions, differentials, carburetors, distributors, fuel pumps, steering systems, starters, generators, universal joints, and hydraulic systems; aligns wheels; installs and adjusts brakes; installs batteries, tires and wiring.
3. Maintains and repairs emergency vehicles including installing sirens, lights and other equipment; repairs firefighting apparatus, including engines, power transmission systems and high pressure pumps and valves.
4. Maintains records of repairs made, orders and time worked.
5. Drives and operates specialized vehicular equipment.
6. Makes emergency repairs out of the shop as required.

Other Duties:

7. Performs related duties as assigned.

WORKING CONDITIONS

- Regular exposure to noise, dust, fumes, grease, oil, fuel, and solvents.
- Work around moving mechanical parts and heavy equipment.
- May work in confined spaces or awkward positions.
- Occasional outdoor work in varying weather conditions.
- Frequent use of hand tools, power tools, diagnostic equipment, and vehicle lifts.
- May be required to respond to emergency call-outs or work extended/irregular hours.

PHYSICAL DEMANDS

- Frequent standing, walking, bending, stooping, kneeling, and reaching.
- Climbing ladders, equipment, or vehicle surfaces as needed.
- Lifting, carrying, pushing, and pulling up to 50 pounds; heavier loads with assistance or mechanical aids.
- Manual dexterity and hand-eye coordination to operate tools and diagnostic equipment.
- Adequate vision, including color vision, for inspections and diagnostic work.
- Ability to hear mechanical cues and communicate in a noisy environment.

EMPLOYMENT STANDARDS

Education/Experience

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

Education: Graduation from high school and completion of an approved automotive mechanic apprenticeship or training program.

Experience: Three years of automotive mechanic experience in the servicing, maintenance and repair of a wide variety of automotive and power equipment.

Knowledge

Knowledge of the theory, care and operation of internal combustion engines as well as alternative fuel engines; light and heavy construction and maintenance equipment and automotive apparatus; and applicable safety principles and practices associated with personal protective equipment, compression equipment, and heavy load equipment; use of diagnostic equipment such as laptop computers, scanners, volt meters and test lights.

Ability

Ability to make various types of mechanical repairs; use a variety of equipment repair tools; diagnose mechanical troubles and determine appropriate maintenance work; operate specialized vehicular equipment; maintain records; communicate effectively; establish and maintain effective working relationships with employees and the general public.

Special Requirements

Willingness and/or ability to respond to after-hours emergency calls as required.

Other Requirements

Possession of a valid Class B State of California Driver's License (or possession of a valid Class C license at the time of employment and the ability to obtain Class B within six months of employment) and a satisfactory driving record as conditions of initial and continued employment. Employees in positions requiring a Class B license are subject to provisions of the Department of Transportation's drug and alcohol testing program.