

CITY OF LINCOLN
EQUIPMENT MECHANIC I/II

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

DEFINITION:

Under general supervision, performs routine and complex tasks and duties assigned to classes within the Equipment Mechanic series including service and mechanical repairs to automobiles, trucks, buses, tractors, pavers, rollers, sanitation trucks, motor sweepers and other heavy and light power driven equipment; maintains appropriate work records which may include City vehicle repair and inventory records; may assist in the training and lead responsibilities of lower level equipment shop positions; performs other related duties as required.

DISTINGUISHING CHARACTERISTICS:

Equipment Mechanic I

The **Equipment Mechanic I** is the journey level class responsible for servicing and performing mechanical repairs to automotive, heavy and light power driven equipment. Incumbents may advance to the higher-level Mechanic II class after gaining experience and demonstrating a level of proficiency that meets the qualifications of the higher-level class.

Equipment Mechanic II

The **Equipment Mechanic II** is the advanced journey level class responsible for servicing and performing mechanical repairs to automotive, heavy and light power driven equipment. This classification is distinguished from the next higher classification of Senior Equipment Mechanic in that the latter is responsible for providing lead direction and for performing the more complex assignments of the Fleet Shop.

SUPERVISION RECEIVED/EXERCISED:

Equipment Mechanic I

Receives general supervision from the Senior Equipment Mechanic. Incumbents do not routinely exercise supervision.

Equipment Mechanic II

Receives general supervision from the Senior Equipment Mechanic. May exercise technical and functional supervision over assigned staff.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- Works with drivers and equipment operators to troubleshoot, diagnose and repair automobiles, truck, buses, heavy equipment, tractors, law enforcement and fire fighting vehicles, lawn and landscape equipment, and a variety of hand operated power equipment; responds to in-field service calls throughout the city; test drives or operates a variety of equipment; keeps current on technological

changes related to equipment maintenance.

- Performs preventative maintenance inspections on diesel and gasoline powered vehicles and equipment to include tune-ups, frame and chassis lubes, oil and filter changes, inspections of vehicle or equipment drive train, tires, body, engines, chassis components, and hydraulic systems; lifts vehicles and equipment using a variety of hoisting apparatus.
- Repairs engines, transmissions, clutch assemblies, differentials, carburetors, fuel injection systems, hydraulic valves and pumps, transfer pump assemblies and generators.
- Removes, repairs and reinstalls external engine components such as belts, alternators, water pumps, power steering pumps, radiators, injection pumps, vacuum pumps and miscellaneous filters.
- Performs diagnosis, repair and installation of vehicle electrical and electronic systems to include batteries, charging systems, aftermarket components, communication equipment, lighting systems (including light bars, strobe systems and interior lights), computer system components and switches.
- Removes, repairs and installs chassis or frame components to include shocks, struts, spindles, bushings, brake assemblies (including drums, rotors, wheel and master cylinders), fuel tanks and steering components.
- Performs fabrication and gas and MIG welding duties; operates drilling, cutting, threading and grinding equipment.
- Maintains vehicle maintenance and repair records and accurate inventory control records; assists with California Highway Patrol vehicle inspections; assists in the conduct of smog certifications and compliance with other regulatory requirements.
- Establishes positive working relationships with representatives of community organizations, state/local agencies, City management and staff, and the public.

PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS:

Position requires sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping and making repetitive hand movement in the performance of daily duties. The position also requires both near and far vision when inspecting work and operating assigned equipment. The need to lift, carry and push tools, equipment and supplies weighing 25 pounds or more is also required. Additionally, the incumbent in this outdoor position works in all weather conditions including wet, hot and cold. The incumbent may use cleaning and lubricating chemicals, which may expose the employee to fumes or airborne particles, and may be exposed to mechanical and electrical hazards. The nature of the work also requires the incumbent to climb ladders, use power and noise producing tools and equipment, drive motorized vehicles and heavy equipment, work in heavy vehicle traffic conditions and often work with constant interruptions.

QUALIFICATIONS: *(The following are minimal qualifications necessary for entry into the classification.)*

Education and/or Experience:

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for an **Equipment Mechanic**. A typical way of obtaining the required qualifications is to possess the equivalent of:

Equipment Mechanic I

One year of journey level experience in vehicle and equipment maintenance and repair, and a high school diploma, or equivalent.

License/Certificate:

Possession of a valid Class C California driver's license.

Equipment Mechanic II

Three years of journey level experience in vehicle and equipment maintenance and repair, and a high school diploma, or equivalent.

License/Certificate:

Possession of a valid Class C California driver's license and ability to obtain a Class B.

KNOWLEDGE/ABILITIES/SKILLS: *(The following are a representative sample of the KAS's necessary to perform essential duties of the position. The level and scope of the knowledge and abilities listed below vary between the I and the II levels.)*

Knowledge of:

Methods, materials, equipment and tools used in vehicle and public works equipment maintenance and repair; use of microprocessor and mechanical diagnostic equipment; operation and care of internal combustion engines and their components; principles and methods of preventive maintenance; methods, materials, practices and tools of equipment repair; methods and techniques of welding; principles of inventory and parts acquisition; applicable federal, state and local laws, codes and regulations; defensive driving; proper lifting procedures; methods and techniques for record keeping; occupational hazards and standard safety procedures.

Ability to:

Inspect automotive, emergency and public works equipment to locate mechanical defects; diagnose mechanical, electrical and hydraulic problems and determine corrective procedures; perform repair work on diesel and gasoline engines and hydraulic systems; perform a variety of welding work; estimate time and materials needed for work; provide training and lead direction to lower level staff; keep records and logs; interpret, explain and apply applicable laws, codes and regulations; operate a variety of construction equipment, vehicles and power and hand tools; perform heavy manual labor for extended periods of time; maintain a variety of records; work at substantial heights; make adjustments to standard operating procedures as is appropriate; drive and operate a variety of trucks and heavy equipment; organize, prioritize and follow-up on work assignments; work independently and as part of a team; make sound decisions within established guidelines; analyze a complex issue, and develop and implement an appropriate response; follow written and oral directions; observe safety principles and work in a safe manner; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships.

Skill to:

Safely and effectively operate a variety of diagnostic equipment and power and hand tools used in heavy and light equipment repair.