



City of Woodland

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## LIGHT EQUIPMENT MECHANIC

### DEFINITION

To service, maintain and repair automotive and other power-driven and mechanical equipment.

### SUPERVISION EXERCISED AND RECEIVED

This is a journey level class in the Equipment Mechanic series. General supervision is provided by the Fleet and Facilities Manager or his/her designee. May exercise technical or functional supervision over subordinate personnel.

### EXAMPLES OF DUTIES

The following are typical illustrations of duties encompassed by the position, not an all inclusive or limiting list:

#### ESSENTIAL JOB FUNCTIONS

Inspect, diagnose and locate mechanical difficulties on automobiles, light trucks and a variety of maintenance, lawn care and construction equipment. Road test and diagnose vehicles, determine needed repairs or maintenance attention and schedule repairs. Inspect and diagnose all mechanical, hydraulic, electrical systems. Inspect operational and appearance of vehicles and recommend repair action. Respond to emergency road calls, field diagnose the problem and make field repairs as necessary. Perform welding and brazing, fabricate and modify parts, equipment, miscellaneous structures and attachments. Inspect lawn maintenance equipment, overhaul engines, transmissions, differentials, and hydraulic components. Do component change-out of same on automotive equipment. Adjust and repair air and hydraulic brakes, perform complete brake system overhauls. Diagnose and repair/replace electrical systems components. Service and repair small gasoline engines, lawn mowers and lawn mower decks. Regular and consistent attendance.

#### OTHER JOB FUNCTIONS

Participate in division safety program. Maintain shop and equipment in a safe, clean and orderly condition. Maintain a variety of maintenance, repair and inventory records on the computerized fleet maintenance system. Clean, repair and replace fuel pumps, strainers, fuel lines, gas/diesel tanks, and gauges. Handle hazardous materials and store or dispose as needed. Perform other duties as required.

## **QUALIFICATIONS**

### **Knowledge of:**

Tools, equipment and procedures used in the service, maintenance, repair and overhaul of automotive and other gas and diesel-powered equipment. Use of a variety of hand and power tools and equipment. Operating and repair characteristics of City-owned light vehicles and equipment. Operation and care of internal combustion engines, hydraulics and electrical components. Safe working practices. Diagnostic equipment and computerized engine components. Maintain a variety of maintenance and inventory records on the computerized fleet maintenance system.

### **Skill to:**

Perform journey level equipment mechanic work. Inspect gas and diesel-powered equipment to locate difficulties and estimate the cost of time and repairs. Perform minor and major mechanical work on vehicles and mechanical equipment. Use a variety of tools and equipment. Work independently in the absence of supervision, exercising initiative. Diagnose and repair computer controlled engine components and replace/repair as necessary. Maintain a variety of maintenance, repair and inventory records. Understand and carry out both oral and written instructions.

### **Ability to:**

Establish and maintain effective work relationships with those contacted in the performance of required duties.

### **Minimum Education and Experience:**

#### **Education:**

High school diploma or equivalent. Specialized training or coursework in the maintenance and repair of gas and diesel-powered equipment is desired.

#### **Experience:**

Two years of increasingly responsible experience in the area of vehicle and equipment repair and maintenance performing duties comparable to those of an Equipment Service Worker in the City of Woodland.

**License and Certificates:**

Licenses

Required upon hire, possession of a valid Class C California Driver's License.

Required prior to permanent appointment and maintained during employment, possession of a valid California Commercial Class A Driver's License with Tank Endorsement.

Certificates

Required upon hire and maintained during employment, possession of a minimum of two valid ASE certifications, one of which must be either A5 Automotive Brakes or T4 Heavy Duty Truck Brake Certification.

Required prior to permanent appointment and maintained during employment, possession of a valid Air Conditioning Refrigerant Recovery and Recycling certificate similar to ASE or MACS.

**Council Action: February 1, 2011**