

FARMINGTON CITY

Job Description

Title:	Auto-Diesel Technician	Code:	520
Department:	Public Works	Last Revised:	07/10/2013
Grade: 10		Effective Date:	07/10/2013

GENERAL PURPOSE

Performs a variety of **technical duties** related to fleet maintenance. Performs maintenance, service, repair, and rebuilding of light and heavy duty mechanized vehicles and equipment.

SUPERVISION RECEIVED

Works under the general supervision of the Fleet Manager and Public Works Director.

ESSENTIAL FUNCTIONS

Performs maintenance requirements/needs of the Public Works, Fire, Police, Building Inspectors, and Parks and Recreation Departments; monitors fleet maintenance program and schedules; instructs less experienced personnel (when assigned to shop) in processes and procedures related to vehicle or equipment maintenance.

Monitors use of parts and assures proper availability of inventory; orders parts and materials; stocks shelves; completes vehicle repair orders and maintenance records as required. Performs general shop maintenance to assure properly working tools and equipment.

Performs automotive and mechanical trouble shooting and analysis of malfunctions using a variety of technical testing and calibration equipment as needed to assure safe and efficient operation of departments vehicles.

Inspects malfunctioning vehicles and equipment, determines source of problem and makes necessary repairs and adjustments to light and heavy trucks, automobiles, and various light and heavy equipment such as tractor, graders, loaders, backhoes, dump trucks, sanders, pumps, rollers, and lawn mowing equipment, etc.

Maintains internal combustion engines (gas and diesel), carburetors, fuel injectors, transmissions, differentials, air and hydraulic systems (turbo, super charger systems), electrical, computerized control systems, fuel systems, cooling systems, suspensions, brakes, tires, exhaust, etc.; performs emergency field repairs and service.

Repairs and/or replaces transmissions (manual and automatic), differentials, carburetors, fuel injectors, brakes clutches, air, fuel and hydraulic pumps, air and hydraulic systems, etc.

Installs, maintains and repairs electrical and electronic systems, components, parts, accessories and equipment; assures proper function of vehicle radios and communication equipment.

Fabricates some tools and equipment parts which are not readily available; performs some metal fabrication (steps, brackets, push bumpers, snow plows, etc.), welding and hardfacing using electric and acetylene equipment; operates drill and hydraulic presses.

Services and replaces equipment parts such as radiators, generators, alternators, starters, steering, suspension, distributors, brakes and clutches as required; performs repair or replacement of damaged body parts, frames and some heavy tire repair/work.

Maintains safe working environment in shop area; coordinates cleanup and safety training needs with Fleet Manager. Recommends policies and procedures for safe shop environment.

Assists in various Public Works related projects as needed; may operate equipment such as loader, snow plow, sander, backhoe and related equipment during seasonal increases in work requirements, including spring and fall clean-up.

Performs minor body work; replaces windows; door handles, door hinges, window linkage, lights, mirrors, spotlight handles, etc.; builds and repair tire chains; performs minor fender repairs.

Performs related duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. Graduation from high school; plus two (2) years of specialized technical or vocational training related to above duties;

AND

B. Three (3) years of skilled mechanic experience in maintenance and repair of gasoline and diesel engines;

OR

C. An equivalent combination of education and experience.

2. Knowledge, Skills, and Abilities:

Considerable knowledge of the design, adjustment, operation, maintenance, and repair of diversified mechanical and electrical equipment including light, medium, and heavy gasoline and diesel engines; materials and tools used in equipment maintenance; the safety practices required by state and other laws; installation and repair of automotive air conditioning systems; welding methods and procedures; servicing and repair of air brakes and air systems; electrical systems and equipment; gas and arc welding, fuel systems and computerized control systems. **Working knowledge of** computer systems and maintenance records programs.

Ability to read and interpret maintenance manuals, parts books, and mechanical drawings; diagnose complex and non-routine mechanical and electrical defects or problems and determine parts and adjustments necessary to repair equipment; communicate effectively, verbally, and in writing; establish and maintain effective working relationships with employees of all departments.

3. Special Qualifications:

Must possess or able to obtain within 6 months a valid Commercial Driver's License (CDL) Class A.

4. Work Environment:

Incumbents of the position perform in a typical shop setting with periodic exposure to weather extremes. May have to deal with unknown hazards related to medical and other wastes during garbage collection operations. Tasks require a variety of physical activities, generally involving muscular strain, related to lifting, climbing, walking, standing, stooping, sitting, reaching, talking, hearing and seeing essential to performing required job functions. Common eye, hand, finger dexterity exist. Mental application utilizes memory for details, verbal instructions, emotional stability and discriminating thinking and some creative problem solving. Daily travel required in normal course of job performance. Job subject overtime work demands and on-call duty.

HIRING POLICIES

Farmington City Corporation is an Equal Opportunity Employer. Farmington City will not base its hiring decisions on non-meritorious factors such as race, color, national origin, sex, religion, or age. Farmington City will not refuse to hire a disabled individual who is capable of performing the essential requirements of the position with reasonable accommodations when they do not create an undue hardship.

Any applicant who is chosen as the top candidate for the position will be required to submit to a physical examination to determine if he/she is able to perform job-related functions. Hiring is also conditioned upon submission to and successfully passing of a blood and urine test to screen for the presence of drugs and alcohol.

