

TIRE SERVICE WORKER

JOB DESCRIPTION

Classification Responsibilities: A Tire Service Worker is responsible for performing skilled tasks in the service, maintenance, and repair of tires on City vehicles and other automotive and motorized equipment. Work entails inspecting, repairing, replacing, balancing, and testing tires and tubes, and requires the application of technical knowledge to determine excessive or improper tire wear. In addition, this class performs preventative maintenance tasks and responds to field service calls. Incumbents are required to operate heavy-duty hydraulic jacks and other tire changing equipment to perform tire maintenance functions. This position is subject to shift work and the majority of work involves servicing and maintaining the Solid Waste Fleet. This class is also responsible for performing related duties as required.

Distinguishing Features: Employees in this class are required to use appropriate safety equipment and follow safety procedures in performing assignments. This class receives general supervision from a Lead Tire Service Worker who evaluates work through conferences, observation of work in progress, and overall results achieved. This class is FLSA nonexempt.

QUALIFICATIONS

Minimum Qualifications Required. Any combination of training, education, and experience equivalent to two years full-time experience in the servicing and repair of light and heavy-duty tires with at least one year of which is working on heavy-duty tires in a Fleet environment.

Special Requirements. Must possess a valid Arizona Driver's License by hire or promotion date. Applicants must have completed a certified Commercial Fleet Tire Worker program, per Occupational Safety and Health Administration (OSHA) Reg 29.CFR 1910.177 by hire date. Must be familiar with and abide by Arizona Commercial Driver's License (CDL) rules and regulations as they relate to tires.

Substance Abuse Testing. Due to the safety and/or security sensitive nature of this classification, individuals shall be subject to pre-employment or pre-placement alcohol, drug and/or controlled substance testing as outlined in City policy and procedures

Preferred/Desirable Qualifications. A Tire Industry Association (TIA) Commercial Certification is preferred. Experience with split rim tires and tubes is highly desirable.

ESSENTIAL FUNCTIONS

Communication: Communicates with coworkers, management, vendors, and the general public in order to establish and maintain effective working relationships. Recommends improvements in tire quality standards. Prepares written documents, such as reports of work activities and other work-related records.

Manual/Physical: Repairs and services a variety of wheel assemblies by removing the tires from the vehicle, locating the source of the damage, separating the rim, and repairing the damage. Installs new tires and patches and replaces tires and tubes. Conducts performance tests on tires and maintains accurate documentation of results. Operates hydraulic jacks, buffers, drills, etc. Uses common hand tools to repair and service tires. Performs physical tire inventories. Moves tires weighing up to several hundred pounds. Must be able to lift 150+ pounds with the assistance of a forklift or other device in order to service equipment. Cleans equipment and work area using cleaning fluids and agents. Works with chemicals, paints, and tire lubrication grease. Maintains service and stock records. Detects traffic sounds and backup warning devices when working near traffic and around moving equipment. Operates vehicles and equipment requiring an Arizona Driver's License to move equipment and vehicles.

Mental: Applies technical knowledge to determine excessive or improper tire wear and necessary corrective procedures. Determines when a worn tire should be repaired or replaced. Understands verbal and written instructions. Comprehends and makes inferences from written material. Learns job-related material through available classes and on-the-job training.

Knowledge/Skill/Abilities:

Knowledge of:

methods used in testing tire wear and corrective methods, or eliminating excessive wear;
hazards and safety precautions associated with tire servicing and repair; and
the standard tools, materials, methods, and practices of tire servicing and repair.

Skill in the operation and care of various tire servicing and repair equipment, including heavy-duty air and hydraulic jacks, tire spreaders, dismount/mounting equipment, balancers, and air guns.

Ability to:

repair and service a variety of tires and tubes;
determine when worn tires should be repaired or replaced;
maintain simple records;
carry out verbal and written instructions;
perform all physical requirements of the class; and
establish and maintain effective working relationships with coworkers, management, vendors, and the general public.

The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the City as the needs of the City and requirements of the job change.

Tire Service Worker

Page 3

Revised to Update Industrial Code 1/15

PK/hn/fl

CS3630.DOC

PAY GRADE: 37

EEO-S/M

NDOT SAFETY-Yes

SECURITY-No

NDOT RANDOM-No

DOT SAFETY-No

CDL-No

RESP-No

IND-8380

JOB FCTN-GEN

SWORN-No

INCREMENTS 81-200