

## EQUIPMENT MECHANIC I

### JOB DESCRIPTION

**Classification Responsibilities:** An Equipment Mechanic I performs skilled service, maintenance, and repair work on automotive and related equipment. Work requires a high degree of technical knowledge, as well as the ability to exercise independent judgment in determining repair methods. Work may include performing preventive maintenance tasks on equipment, troubleshooting hydraulic and electrical problems, and servicing heavy equipment. Assignments may increase in scope and responsibility as increased knowledge and work skill is attained. This class is also responsible for performing related work as required.

**Distinguishing Features:** The Equipment Mechanic I differs from the Equipment Mechanic II by the latter repairing diesel-powered, heavy-duty equipment, and performing major repair tasks on a more regular basis. Employees in Fleet Services may be assigned a shift including nights, weekends, and holidays. Employees in Fire Maintenance may be required to work evenings, weekends, and holidays based on business needs. Work is subject to rotational stand-by. Employees are required to use the appropriate safety equipment and procedures in performing assigned tasks. The Equipment Mechanic I is supervised by a Shop Foreman or a Shop Supervisor who review work through spot check observation, conferences, problems encountered, and overall results achieved. Employees in this class may progress by noncompetitive promotion to a Senior Equipment Mechanic I after successfully completing original City probation, being employed a minimum of one year as a City of Mesa Equipment Mechanic I, meeting the specific criteria-based promotion requirements, and meeting the minimum qualifications of the Senior Equipment Mechanic I classification. This class is FLSA nonexempt.

### QUALIFICATIONS

**Employee Values:** All employees of the City of Mesa are expected to uphold and exhibit the City's shared employee values of Knowledge, Respect, and Integrity.

**Minimum Qualifications Required.** Any combination of training, education, and experience equivalent to a minimum of three years as a journey-level mechanic, or three years' experience as an Equipment Repair Assistant (with demonstrated Equipment Mechanic abilities and/or completion of a recognized apprenticeship as a Mechanic). Three Automotive Service Excellence (ASE) certifications are required within one year of hire (*Fleet Services Assignment*).

**Special Requirements.** Must provide own basic hand tools and rollaway box. Must possess a valid Arizona Driver's License by hire or promotion date. Must meet the qualifications to wear a tight fitting respirator by passing a medical evaluation in accordance with CFR 1910.134 by hire or promotion date and must maintain certification (by assignment).

**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. Certain positions within this class are

subject to DOT Federal Motor Carrier Safety Administration (FMCSA) drug and alcohol testing as outlined in 49 Code of Federal Regulations (CFR) Part 382 (by assignment).

**Preferred/Desirable Qualifications.** Certification as a General Automotive Mechanic is desirable. The following Automotive Service Excellence (ASE) certifications are highly desirable: Suspension and Steering A-4, Brakes A-5, Electrical/Electronic Systems A-6, and Engine Performance A-8.

## **ESSENTIAL FUNCTIONS**

One position may not include all of the essential functions, knowledge and abilities listed, nor do the listed examples include all the knowledge and abilities which may be found in positions of this classification.

**Communication:** Communicates with coworkers and user departments to provide maintenance services for the City's vehicles and equipment. Prepares written repair order comment sheets and reports regarding equipment repair status.

**Manual/Physical:** Repairs and adjusts gasoline engines, transmissions, fuel systems, etc. Removes and installs automatic and manual transmissions, fuel and water pumps, engines, and carburetors. Rebuilds air and hydraulic brake components, drums, discs, and cylinders. Installs and repairs air conditioning units and other electrical components. Performs preventive maintenance tasks, such as checking brake levels, belts, and hoses; changing oil and filters; and tuning engines. Operates and tests vehicles and equipment requiring a standard Arizona Driver's License. Uses common hand and power-driven tools employed in the maintenance and repair of automotive equipment. Utilizes an emissions analyzer to perform vehicle emissions tests on gas and diesel engines. Locates and adjusts defects in motor equipment. Prepares and maintains accurate records of maintenance work. Inspects fleet and shop equipment to determine compliance with prescribed operating and safety standards. Distinguishes colors to interpret electrical circuitry. Cleans work area and equipment using cleaning fluids and agents. Uses a respirator when performing duties requiring exposure to hazardous fumes and/or when working in a confined space. Must be physically able to safely lift a minimum of 50 pounds. Moves heavy (50 - 800 pounds) objects, such as transmissions, engines, etc., with the assistance of a forklift or other device. Works at heights of 10+ feet in performing operational and safety inspections on aerial manlift equipment. Works in a variety of weather conditions in performing field safety inspections and road service calls.

**Mental:** Diagnoses operational problems on a variety of automotive equipment in order to determine the source of a problem. Comprehends and makes inferences from written material (i.e., interprets service manuals and schematics, understands lube charts and computer-generated repair orders, etc.). Learns job-related material regarding preventive maintenance, equipment service and repair, safety practices and procedures, etc., through on-the-job training and in classroom settings.

**Knowledge and Abilities:** (The knowledge and abilities listed may not apply to all assignments.)

Knowledge of:

the methods, materials, tools, and standard practices of the automotive mechanic's trade;  
the principles of internal combustion engine operation;  
the hazards and safety precautions of the mechanic's trade;  
the state requirements associated with vehicle emissions testing of gas or diesel engines;  
the installation and repair methods of automotive air conditioning systems;  
the service and repair methods of air brakes and air systems; and  
simple gas and arc welding and auto electrical systems and equipment. Ability to:  
diagnose and repair operational problems on automotive equipment to determine problem source;  
perform preventive maintenance tasks on a variety of vehicles and motorized equipment;  
understand and effectively carry out verbal and written instructions;  
read and interpret service manuals, schematics, charts, etc.;  
handle all physical requirements of the class; and  
establish and maintain effective working relationships with coworkers, supervisors, and user departments.

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.

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JOB FCTN-MEC

INCREMENTS 81-200

PAY GRADE: 42

IND-8380

SWORN-No