



EMPLOYMENT OPPORTUNITY

Equipment Mechanic I

Salary: \$3,004 - \$3,773 / month

Filing Deadline: 5:00 PM, Friday, January 11, 2013

The City of El Centro is seeking to fill a full time permanent position of Equipment Mechanic I in the Public Works Department. Applicants should possess the required qualifications outlined below in the job announcement, a valid California Class B driver's license, and an acceptable driving record. Interested applicants should submit a completed City application to the City of El Centro Human Resources Department located at 1275 Main Street, El Centro.

POSITION SUMMARY:

Under general supervision, performs skilled and semi-skilled diagnosis, maintenance, and repair work on City automobiles, light duty trucks, light field equipment, medium and heavy-duty trucks, construction equipment, and performs related responsibilities as required.

REPORTING RELATIONSHIPS:

Receives supervision from the Division Supervisor, and receives functional direction from the Chief Mechanic.

ESSENTIAL FUNCTIONS:

1. Reviews work order and perform various tests to diagnose mechanical failure of engines, transmissions, differentials, brakes, pumps, electrical systems, instrumentation, emission control devices, cooling systems, and fuel injection systems.
2. Overhauls and repairs gas and diesel engines and transmissions, including replacement of valves, pistons, piston rings, main bearings, and crankshafts.
3. Performs major engine tune-ups involving testing, adjustment and/or replacement of carburetors, spark plugs, points, and related equipment.
4. Repairs front suspension systems, including bushings, king pins, tie rods, and ball joints.
5. Utilizes gas and arc welding to perform minor body repairs and to fabricate special equipment such as shotgun rack, cage barriers on police vehicles, and replacement parts for street sweepers.
6. Maintains repair order records indicating task, hours expended, and cost of parts.
7. Responds to shop telephone calls.
8. Cleans and maintains work areas.
9. Assists Chief Mechanic in performing more difficult repairs.
10. May drive service vehicles and field equipment into and out of the service bays for maintenance work and to perform road test drives.

11. Performs 90 day Terminal and B.I.T inspection required by C.H.P.
12. Purchases parts and supplies according to established guidelines and procedures.

The preceding activities have been provided as examples of the essential functions of work performed by positions assigned to this job classification. The City reserves the right to add, modify, change or rescind work assignments as needed.

QUALIFICATIONS GUIDELINES:

Education/Experience/Training:

REQUIRED: Equivalent to high school graduation. Five (5) or more years of diagnosis, repair and maintenance experience involving automobiles, light duty, medium/heavy duty trucks and construction equipment.

DESIRABLE: Vocational training or courses from an accredited college in automotive or equipment maintenance and repair.

Knowledge of:

Operating principles of gasoline and diesel engines and fuel injection systems; mechanical tune-up, smog testing and general repair and maintenance procedures and techniques; mechanical, electrical, electronic and heavy equipment hydraulic systems; overhaul practices related to transmissions, brakes and rear axles; methods, tools, materials, equipment and procedures used in the diagnosis, overhaul, repair and adjustment of the components and operating systems of automobiles, light duty and heavy duty vehicles and equipment; preventive maintenance procedures; safety rules and precautions governing the operation and use of tools, vehicles and equipment and proper maintenance procedures within employee work areas; basic gas and arc welding techniques.

Skills:

Operate work-related equipment and tools including hydraulic and air jacks, tire mounting machine, brake lathe, steam cleaner, welding equipment, and brake lining equipment, electronic diagnostics equipment and measuring devices; operate a variety of hand and power tools and equipment, such as tire changing equipment, grinding equipment, air impact guns and wrench sets and air conditioning recycling equipment.

Language Skills

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, automotive specifications and procedure manuals. Ability to use keyboard and enter data, write routine reports, and prepare parts list. Ability to speak effectively with city employees and public. Ability to apply concepts of shop and industrial mathematics.

Working Conditions

While performing the duties of this job, the employee works in a shop environment with limited to acceptable lighting and no control of climate conditions. The employee frequently works near loud and noisy moving parts. The employee is frequently exposed to fumes and chemicals. Employee may be exposed to hot and cold weather conditions with moderate to extreme humidity. The employee will be required to work outside the shop sometimes in congested and heavy traffic. The employee will occasionally be required to perform service calls to the Waste Water and Water Treatment Plants where employee will be in contact with solid waste and chemicals.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to use hands to finger, handle, grip, grasp or feel objects, tools or controls. The employee is frequently required to reach forward, upward, downward with hands and arms. The employee is frequently required to listen to noises and sounds emitted by operating equipment. The employee is frequently required to stand on concrete, asphalt and soft soil surfaces. The employee is occasionally required to use a stepladder and must maintain balance during this activity; the activity. The employee is frequently required to stoop, kneel, crouch, or crawl to perform duties. The employee must frequently lift and/or move up to 90 pounds and occasionally up to 100 pounds.

Ability to:

Overhaul, repair, maintain and inspect automobiles, light and heavy duty vehicles and equipment; accurately diagnose the nature, extent and causes of equipment problems and to determine effective troubleshooting, repair and maintenance procedures; understand maintenance and troubleshooting procedures in vehicle specification manuals; understand and follow oral or written instructions and safety rules and procedures; communicate and work cooperatively with co-workers, supervisors and departmental representatives; complete basic work service records and time reports; learn basic machining techniques.

Special Requirements:

Must provide own work tools to perform job assignments. Possession of a current Class B license with endorsements. Possession of or the ability to obtain an Air Conditioning Freon Recycling Certificate. ASE certification in either the Auto/Light Truck or Medium/Heavy Truck series preferred, other ASE certifications will be considered.

If you have a disability that requires assistance at any point in the recruitment process (for example, filling out applications, testing, interviewing), please notify the Human Resources Department. The City of El Centro performs job-related medical/physical evaluations and pre-employment/promotional drug screening. EEO/ADA.