

AUTOMOTIVE MECHANIC II

NATURE OF WORK IN THIS CLASS:

Performs skilled automotive mechanic work.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed.)

Performs major overhaul and repair of engines, transmissions, rear-end assemblies, brake systems electrical systems, cooling systems, power steering gears, and other systems.

Performs major and minor tune-ups, overhauls carburetors; conducts compression test to analyze engine malfunctions; replaces spark plugs, points and condenser.

Troubleshoots, maintains and repairs vehicles in the field.

Washes and cleans engine parts; grinds valves; tightens body bolts; aligns wheels.

Estimates labor and material cost of job orders.

Applies safe work practices on the job.

Maintains work records.

May lead and instruct less skilled workers.

Performs related work as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of the standard methods, practices, tools and equipment used in the maintenance and repair of automotive equipment.

Ability to perform heavy mechanical work and work in areas of limited access.

Ability to estimate labor and material cost of job orders.

Ability to apply safe work practices on the job.

Ability to work effectively with the public and employees.

Ability to understand and follow oral and written instructions.

Ability to maintain work records.

Skill in automotive mechanic work.

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MINIMUM EXPERIENCE AND TRAINING:

- a) Four years of experience in the maintenance and repair of automotive equipment; or
- b) Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

Established: July 1980



DAVID R. FLORES, Executive Director
Civil Service Commission