

## AUTOMOTIVE SERVICE WORKER II

NATURE OF WORK IN THIS CLASS:

Leads and performs automotive and heavy equipment service work.

ILLUSTRATIVE EXAMPLES OF WORK: (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed.)

Leads and participate in servicing and lubricating cars, trucks, and heavy construction equipment; checks fuel, oil, transmission, brakes, and power steering systems and adds proper fluids and chemicals; checks radiators and adds water or antifreeze; checks batteries and adds distilled water and cleans terminals; replaces oil, air and fuel filters.

Replaces headlights, lightbulbs and fuses; measures amperage, charges and replaces batteries; and repairs tires.

Performs road service work; assists operators of stalled cars, trucks, and heavy equipment by repairing less complex parts and towing motorized equipment to the shop.

Applies safe work practices on the job.

Maintains work records.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of the basic theory of automotive and heavy construction equipment.

Knowledge of the basic functions of the various parts of automotive and heavy construction equipment.

Ability to lead the work of others.

Ability to sustain breathing gasoline fumes and other harmful fluids and chemicals.

Ability to perform arduous physical tasks and work in strained and awkward positions.

Ability to apply safe work practices on the job.

Ability to maintain work records.

Ability to understand and follow oral and written instructions.

Ability to work effectively with the public and employees.

Skill in servicing, lubricating and maintaining automotive and heavy construction equipment.

Skill in the safe operation of a motor vehicle or related equipment.

MINIMUM EXPERIENCE AND TRAINING:

- A) One year of experience as an automotive service worker or closely related work; or
- B) Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

NECESSARY SPECIAL QUALIFICATION:

Possession of valid driver's license.

Established: July 1980



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DAVID R. FLORES  
Executive Director,  
Civil Service Commission