

LIGHT EQUIPMENT MECHANIC I

DEFINITION

Under close supervision, maintains and repairs gasoline and diesel automotive equipment including City cars, pickups and other light vehicles and equipment.

SUPERVISION RECEIVED/EXERCISED

Receives supervision from an Equipment Supervisor. No supervision exercised.

DISTINGUISHING CHARACTERISTICS

Light Equipment Mechanic I is an entry level class for candidates qualified to learn the duties of a Light Equipment Mechanic II. Incumbents apply previously acquired mechanical skills while learning the special skills required to maintain automotive and light mechanical equipment. While in this class, incumbents will not achieve permanent status within the classified service, as defined in Fresno Municipal Code Section 3-202(p)(5).

This class differs from Light Equipment Mechanic II in that the latter is the journey level class in which incumbents are experienced in the diagnosis, maintenance and repair of gasoline and diesel automotive and light mechanical equipment. This series differs from the Heavy Equipment Mechanic series in that the focus of the latter is on heavy equipment maintenance and repair. It differs from the Bus Mechanic series in that the focus of the latter is on the repair of buses and related transit equipment.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

May include, but are not limited to the following:

Performs skilled tasks in the repair and maintenance of automotive equipment including cars, pickup trucks, and other light mechanical equipment.

Performs engine tune-ups and adjustments using standard testing and diagnostic equipment.

Performs minor repairs and replaces components on City trucks, pickups, and other light vehicles and related equipment.

Responds to road calls to repair light automotive and mechanical equipment.

Learns the disassembly, reassembly, preventative maintenance and inspection, diagnoses, installation, and repair of diesel, gas and alternative fuel engines, drive

train, brakes, suspension, steering, electrical including electrical systems, heating, ventilation and air conditioning and related components; and, correct use of corresponding tools and equipment.

Maintains records of work performed.

Maintains a clean work area and assists with the cleaning of shop areas and equipment.

Performs related duties as required.

JOB-RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

The methods, materials, and equipment used in the diagnosis, maintenance and repair of light automotive equipment.

The operating principles of automotive engines and engine driven sub-systems.

The occupational hazards and safety precautions of the trade, including the handling of hazardous materials.

Troubleshooting and diagnostic practices and techniques for heavy duty vehicles and equipment.

Skill to:

Properly use hand and power tools and equipment used in gasoline and diesel automotive maintenance and repair.

Safely operate a motor vehicle.

Ability to:

Learn to diagnose malfunctioning mechanical and electrical systems and related sub-systems.

Understand and carry out written and oral instructions.

Establish and maintain effective working relationships with those contacted in the performance of assigned duties.

Operate computers and applicable software applications for basic data entry necessary for completion of assigned duties.

Read, write, and perform shop math at the level required for successful job performance.

Interpret and work from manuals, schematics, sketches, diagrams, and work orders.

MINIMUM QUALIFICATIONS

Possession of a high School Diploma or equivalent GED completion;

AND

One (1) year of full-time paid experience performing routine maintenance and simple repairs on diesel and gasoline powered cars, trucks, buses, construction equipment, and other vehicles and equipment.

Special Requirement(s):

Possession and continued maintenance of a valid Class C California Driver's License will be required for entire term of employment in this class. Capable of acquiring a Class B Driver's License, depending on assignment. Maintain a valid Commercial Class B Driver's License, depending on assignment, for the entire term of employment.

Within twelve (12) months of appointment, must possess three (3) valid certification issued by the National Institute for Automotive Service Excellence (ASE) in the following components:

Engine Repair (A1)
Brakes (A5)
Electrical/Electronic Systems (A6)

Incumbents must take all three certification examinations within the first six (6) months of appointment. Failure to obtain the ASE certifications within twelve (12) months of appointment will be cause for termination from this class.

This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level.

A Light Equipment Mechanic I may be promoted to Light Equipment Mechanic II after one (1) year of experience and upon the recommendation of the appointing authority and possession of three (3) of the above listed A Series ASE certifications.

APPROVED: (Signature on File)
Director of Personnel Services

DATE: 12/8/2017

Original 09/24/99
Revised 06/21/11
Revised TJM: SCM: KP: lg 11/16/16
Revised: SCM:bn 11/15/17