

BODY AND FENDER REPAIRER

DEFINITION

Under supervision, performs automotive body and fender repair and modification work on a variety of City-owned vehicles and equipment.

SUPERVISION RECEIVED/EXERCISED

Receives supervision from the Equipment Supervisor. Exercises no supervision.

DISTINGUISHING CHARACTERISTICS

Body and Fender Repairer is the journey level class in the Body and Fender Repairer series. Incumbents perform skilled body and fender repair and modification work on buses, automobiles, trucks, motorcycles, and other City-owned vehicles and equipment. This class is distinguished from Body and Fender Repairer Leadworker in that the latter is the lead level class in the series in which incumbents are responsible for performing the more difficult body and fender repair work, and providing lead direction to staff. This class is distinguished from Body and Fender Repairer Trainee in that the latter is the entry level class.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

May include, but are not limited to, the following:

Performs automotive body and fender repair and modification work on a variety of City-owned vehicles and equipment.

Estimates vehicle damage, determines applicable repair; assists in ensuring quality control, maintaining maintenance records and inventory of parts and supplies, and preparing status and other informational reports.

Sands, putties, applies primer and paints repaired surfaces, and aligns and straightens body panels

Uses welding tools, equipment and techniques to perform repair of damaged vehicles, equipment and related components.

Cuts and installs automotive glass.

Repairs and recovers seats and upholstery.

Assists in training of staff.

Reads and interprets technical documents related to body and fender repair.

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

Performs related duties as required.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Techniques, materials, tools, and equipment used in automotive body and fender repair and modification including automotive painting and fabrication of parts, tools, and equipment.

Hazards and prescribed safety precautions pertinent to the trade.

Basic training and leadership techniques.

Skills to:

Perform automotive body and fender repair, modification, fabrication of tools and equipment, and automotive painting.

Safely operate a motor vehicle.

Ability to:

Adapt available tools and equipment to present problems and when necessary, fabricate unavailable parts, tools, and equipment.

Weld using gas, arc, MIG and TIG equipment.

Establish and maintain effective working relationships.

MINIMUM QUALIFICATIONS

Possession of a High School Diploma or equivalent GED completion;

AND

One (1) year of full time paid experience in automotive or heavy-duty body and fender repair work;

AND

Possess two (2) valid certificates issued by the National Institute for Automotive Service

Excellence (ASE) in the following components:

Painting & Refinishing (B2)

Non-Structural Analysis & Damage Repair (B3)

Special Requirement(s):

Possess a valid California Driver's License at time of appointment.

Within thirty (30) days of appointment must obtain a valid Commercial Instructional Permit.

Within six (6) months of appointment must obtain and maintain:

- A valid Commercial Class B California Driver's License with required endorsements and without air brake restriction. An additional two (2) National Institute for Automotive Service Excellence (ASE) certifications in the following components:
 - Structural Analysis & Damage Repair (B4)
 - Mechanical & Electrical Components (B5)

A Body and Fender Repairer Trainee may be promoted to Body and Fender Repairer upon recommendation of the appointing authority and after six (6) months of experience as a Body and Fender Repairer Trainee with the City of Fresno,

APPROVED: Signature on File
Director of Personnel Services

DATE: January 19, 2017

MR/LD/jl/12/13/89
+288/SPECS
Revised TJM:SCM:KP:lg 12/22/16