

## **EQUIPMENT SERVICE WORKER I**

### **DEFINITION**

Under supervision, performs routine servicing on City cars, trucks, buses, and other equipment.

### **DISTINGUISHING CHARACTERISTICS**

Equipment Service Worker I is a semiskilled working level class in the Equipment Service Worker series. Incumbents perform a variety of semiskilled duties involving the cleaning, fueling, and preparing of City vehicles and equipment for operation. This class differs from Equipment Service Worker II in that incumbents of that class perform more complex equipment maintenance duties. Incumbents may be required to work any shift, weekends, and holidays and may work independently or as a member of a work crew.

### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

(May include but are not limited to the following.)

Performs minor routine maintenance on cars, trucks, and buses, including but not limited to, changing tires and replacing accessories, such as, light bulbs, fan belts, air filters, and windshield wiper blades.

Checks the levels of, and refills, water, gas, diesel, oil, and other vehicle fluids.

Cleans the exterior and interior of vehicles.

Jump starts vehicles.

Cleans engines and engine parts using a steam cleaner, or the appropriate amount of solvents or detergents.

May assist other maintenance personnel performing more complex repairs.

Performs related duties as required.

### **JOB RELATED AND ESSENTIAL QUALIFICATIONS**

#### **Knowledge of:**

Basic maintenance of cars, trucks, buses, and other equipment.

Tools and equipment used in the maintenance of cars, trucks, buses, and other equipment.

The occupational hazards and safety precautions of the trade.

Department rules, regulations, and procedures.

**Ability to:**

Diagnose minor defects in cars, trucks, buses, and other equipment.

Understand and follow verbal and written instructions.

Safely operate vehicles and equipment.

Establish and maintain effective working relationships with employees and the general public.

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

**MINIMUM QUALIFICATIONS**

**Education and Experience:**

Completion of a High School Diploma or equivalent GED, and one year of continuous, full-time paid experience, performing minor maintenance on vehicles and equipment. OR

Completion of 15 units of accredited college level coursework in Automotive Technology, Heavy Equipment Technology or Diesel Equipment Technology, and six (6) months of continuous, full-time paid experience, performing minor maintenance on vehicles and equipment. OR

**Education:**

Completion of 30 units of accredited college level coursework in Automotive Technology, Heavy Equipment Technology or Diesel Equipment Technology.

**Special Requirements:**

Possession of a valid Class C California Driver's License required at time of appointment, and must maintain this license for entire term of employment in this class.

Depending on assignment area, may be required to obtain, and maintain for entire term of assignment, a valid Class B Driver's License with Passenger and Air Brake Endorsements within the probationary period, or within six (6) months after being assigned to an area requiring such license.

APPROVED: \_\_\_\_\_  
Director of Personnel Services

DATE: \_\_\_\_\_

TJ:ar: 10/8/13