EQUIPMENT SERVICE WORKER I

DEFINITION

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

SUPERVISION RECEIVED/EXERCISED

Receives supervision from the Equipment Supervisor. This class does not exercise supervision.

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 minor maintenance, 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, buses, and equipment.

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

Cleans the exterior and interior of vehicles; cleans engines and engine parts.

Jump starts vehicles.

May assist other maintenance personnel performing more complex repairs.

May remove bus fare collection cassettes from the farebox and submits to the appropriate personnel for processing.

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.

Skill/Ability to:

Diagnose and perform minor maintenance of 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.

MINIMUM QUALIFICATIONS

Education:

Completion of a High School Diploma or equivalent GED.

Experience:

Option 1:

One (1) year of continuous, full-time paid experience, performing minor maintenance on vehicles and equipment.

Option 2:

Completion of thirty (30) units of accredited college level coursework in Automotive Technology, Heavy Equipment Technology or Diesel Equipment Technology. Six (6) months of continuous, full-time paid experience, performing minor maintenance on vehicles and equipment may be substituted for 15 units.

Option 3:

Certification of completion from a recognized vocational or technical school program in Automotive or Heavy Equipment Technology, or related field.

Special Requirements:

Possession of a valid Class C California Driver's License is required at the time of application and must be maintained throughout the entire term of employment in this classification.

Depending on assignment area, may be required to obtain, and maintain for entire term of assignment, a valid California Commercial Class B Driver's License with required endorsement(s) within the probationary period, or within twelve (12) months after being assigned to an area requiring such license.

PHYSICAL DEMANDS

The physical demands described here are representative of those that are necessary to safely, effectively, and efficiently perform the essential functions of this job with or without reasonable accommodation.

This classification's physical demands involve very heavy work which requires occasionally exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects. Additionally, the following physical demands may be required: balancing, climbing, crawling, crouching, feeling, manual dexterity, grasping, handling, hearing, kneeling, lifting, mental acuity, pulling, pushing, reaching, repetitive motion, speaking, standing, stooping, talking, visual acuity, walking.

APPROVED: Signature on File DATE: 10/20/2025
Director of Personnel Services

TJ:ar: 10/8/13
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