

ORANGE COUNTY CLASS SPECIFICATION

TITLE: AUTOMOTIVE MECHANIC **GRADE:** 08

TITLE ABBREVIATION: AUTO MECHANIC **TITLE NO.:** 6097

JURIS.CL: NC **SALARY CODE:** 01 **UNIT:** **EEO CODE:** SC **FLSA CODE:** NE

DEPARTMENT: VARIOUS **DIVISION:**

SUPERVISOR'S TITLE: VARIOUS

DISTINGUISHING FEATURES OF THE CLASS: This is skilled work involving responsibility for efficient and workmanlike performance of a variety of automotive repair tasks. Instructions are received regarding the tasks to be performed, permitting some leeway for planning the details of each assignment. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Makes general repairs on gasoline motor equipment such as trucks, tractors, snow plows, pumps and generators;
2. Faces valves and fits new bearings, pistons and rings;
3. Adjusts connecting rods and bearings;
4. Repairs ignition and electrical systems;
5. Assembles and times engines;
6. Repairs or overhauls brake systems, differentials, transmissions and front and rear axles;
7. Straightens and welds frames and fenders;
8. Adjusts steering mechanisms and aligns wheels;
9. Operates machine shop equipment including lathes, drill presses and other metal working machines to make and repair parts for automotive equipment;
10. May operate electric or acetylene welding and cutting equipment;

11. Operates various types of motor equipment in connection with repair work;
12. May be required to operate a bus, mobile unit, snow plows or other motor driven equipment.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of standard automotive repair methods and of the terminology, tools and safety precautions of the trade; demonstrated ability to make repairs to automotive equipment; ability to work from plans and specifications; ability to understand written and oral directions; hand and eye coordination; manual dexterity; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (A) Graduation from high school or possession of a high school equivalency diploma and possession of a certificate of completion from a vocational/technical school program in automotive or heavy equipment mechanics or related area and one (1) year of automotive or heavy equipment mechanics work experience; OR
- (B) Graduation from high school or possession of a high school equivalency diploma and two (2) years of experience as defined in (A) above.

SPECIAL REQUIREMENT: Must possess **at time of appointment** and maintain a valid driver's license.

SPECIAL REQUIREMENT: When assigned to the Community College, must be at least 21 years of age.

REVISED: 7/9/90
REVISED: 5/8/92
REVISED: 2/24/99 mf
REVISED: 9/20/02 hf
REVISED: 6/9/03 mf