

# PADRE DAM MUNICIPAL WATER DISTRICT CLASS SPECIFICATION

## CLASS TITLE: Equipment Mechanic

<b>DEPARTMENT:</b> Operations & Water Quality	<b>ACCOUNTABLE TO:</b> Assistant Director of Operations	<b>FLSA STATUS:</b> Non-Exempt
<b>SALARY RANGE:</b>	<b>20, 25</b>	
<p><b>CLASS SUMMARY:</b> Incumbents are responsible for maintaining and repairing vehicles and heavy equipment and other equipment such as pumps, relays and circuit breakers. Duties include: performing minor and major repairs on vehicles and heavy equipment; fabricating parts; performing minor repairs on other equipment such as pumps, circuit breakers, relays and pipes; inventorying supplies; ordering equipment and tools; and, responding to emergency calls. Incumbents in this class may be required to respond to emergency calls 24 hours a day by going to locations and troubleshooting problems and doing repairs as needed.</p>		
<p><b>DISTINGUISHING CHARACTERISTICS:</b> This is a stand-alone classification.</p>		

<b>DUTY NO.</b>	<b>ESSENTIAL DUTIES:</b> (These duties are a representative sample; position assignments may vary.)
1.	Performs maintenance and repairs on automotive vehicles and heavy equipment including replacing air, hydraulic and anti-lock brakes; repairing transmissions; working on electrical systems; repairing heating and cooling systems; welding and fabricating parts; and, repairing engines. Diagnoses and troubleshoots problems in the shop and in the field. Maintains records of work performed.
2.	Installs special equipment on vehicles such as lights, tool boxes, panels, two-way radios.
3.	Repairs sewage collection and potable water distribution pumps, circuit breakers, relays, pipes and monitors their operation.
4.	Organizes work on vehicles and equipment by selecting and setting priorities.
5.	Negotiates prices and orders parts, tools and equipment.
6.	Takes inventory of equipment and parts and orders more when necessary.
7.	Maintains and repairs Padre Dam's two-way radios.
8.	Prepares specifications for new Padre Dam vehicles and trucks including the equipment and tools needed for the new trucks. Prepares all necessary paperwork, orders and takes delivery of the new vehicles and assures that all necessary work is completed on the vehicle so that it is ready to be utilized.

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DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)
9.	Maintains records for various programs such as Department of Transportation, California Highway Patrol, and California smog certifications. Makes repairs to vehicles to comply with such programs.
10.	Performs other duties of a similar nature or level.

**Knowledge** (position requirements at entry):

- Gas and diesel internal combustion engines and systems including electrical systems, heating and cooling systems and brake systems;
- Welding techniques;
- General vehicle maintenance such as lubrication, tire changing, brake adjustments, etc.
- Negotiating prices;
- Tools and equipment used in repairing gas and diesel internal combustion engines, electrical systems, heating and cooling systems and brake systems.

**Skills** (position requirements at entry):

- Repairing gas and diesel internal combustion engines and systems including electrical systems, heating and cooling systems and brake systems;
- Operating tools and equipment used in repairing gas and diesel engines and in performing other mechanic related duties;
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

**Training and Experience** (position requirements at entry):

Vocational Degree or training from an approved automotive program and two years experience in repairing and maintaining vehicles and heavy equipment including 100 hours of welding experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

**Licensing Requirements** (position requirements at entry):

- Valid California Driver's License\*;

\*Some positions may also require a Class A License.

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### **Physical Requirements:**

Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, pushing, pulling, lifting, grasping, feeling, talking, hearing, seeing and repetitive motions.

Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, chemicals, oils, infectious materials, intense noises and travel.

Very Heavy Work: 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.

### **Classification History:**

Date: 4/98; 1/02; 1/05