



# City of Watsonville

## Job Description

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**JOB TITLE:** Equipment Mechanic II

**DATE APPROVED:**

**DEPARTMENT:** Public Works and Utilities

**SUPERSEDES:** February 2007

**REPORTS TO:** Supervising Equipment Mechanic or Vehicle and Equipment Manager

**SUPERVISION:** None

**EMPLOYEE UNIT:** OE3

**FLSA:** Non-Exempt

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### **JOB SUMMARY:**

To inspect, diagnose, maintain, and repair the City's automotive, construction, and other power-driven equipment. Employees in this classification receive general supervision within a framework of standard policies and procedures. This job class performs skilled mechanical maintenance and repair work on a variety of equipment to include both gasoline and diesel powered engines. This job class functions at a journey level of classification.

### **DISTINGUISHING CHARACTERISTICS:**

This job class performs skilled mechanical maintenance and repair work on a variety of equipment to include both gasoline and diesel powered engines. This job class functions at a journey level of classification.

### **EXAMPLES OF ESSENTIAL DUTIES:**

Duties may include, but are not limited to, the following:

- Performs skilled maintenance and repair work on gas and diesel powered vehicles and other equipment to include automobiles, trucks, tractors, backhoe, loader, grader, and mowers
- Inspects and diagnoses automotive and mechanical defects, and determines corrective action required to repair such defects
- Determines and orders necessary parts, tools, and equipment to complete job
- Overhauls, repairs, and adjusts engines, transmissions, differentials, and clutches
- Performs automotive electrical and computer control system inspection and repair work
- accurately record all maintenance and repairs in computerized fleet management system; make detailed notes on maintenance and repairs in fleet management system
- Tunes-up engines replacing ignition parts and cleaning and adjusting carburetors
- Replaces or repairs faulty parts, including wheel bearings, clutches, oil seals, shock absorbers, exhaust systems, steering mechanisms, and related parts and equipment
- Repairs and replaces such components as generators, distributors, relays, lights, and switches, air brakes, air valves, shoes and drums
- Performs front-end alignments and repairs

- Repairs and adjusts gasoline generators, water pumps, and air compressors
- Transforms automobiles into police cars; installs equipment such as lights, push bars, gun racks, etc.
- Performs welding work to adapt or fabricates parts and equipment
- Carries out a preventative maintenance program
- Changes and repairs tires; re-aligns wheels
- Maintains work, time, and materials records
- Makes field and emergency repairs as necessary
- May train other shop personnel as assigned
- Performs related duties similar to the above in scope and function as required

## **EMPLOYMENT STANDARDS**

### **Knowledge of:**

- Tools, equipment, and procedures used in the overhaul, repair, and adjustment of automotive and other power-driven equipment
- The operation and care of internal combustion engines and their components  
Powertrain and emissions control systems
- Braking and suspension systems
- Uses of equipment shop tools and equipment
- Methods use in electric-arc and acetylene welding
- Basic recordkeeping
- Safe work practices

### **Ability to:**

- Inspect automotive and other power-driven equipment to locate malfunctions and estimate the time and cost of repairs perform minor and major mechanical repairs on automotive construction, and other power-driven equipment
  - Diagnose and repair mechanical and electrical malfunctions in vehicles, motorcycles, and equipment
  - Use a variety of tools with skill and safety
  - Maintain shop and repair records
  - Read, interpret and comprehend various technical manuals and other related materials
  - Understand and follow oral and written directions
  - Establish and maintain effective work relationships with those contacted in the performance of required duties
- Provide and maintain the basic tools necessary to perform the work above

## **PHYSICAL REQUIREMENTS:**

Physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Meet the physical requirements necessary to safely and effectively perform required duties
- Grasp with right and left hands

- Use fine hand manipulation
- Perform manual labor involving frequent bending, pulling, pushing, lifting, climbing and carrying of weights up to 50 lbs.
- Hear and distinguish various sounds, such as abnormal equipment sounds, voices of co-workers in noisy environments, pager, cell phone, etc.

### **TRAINING AND EXPERIENCE:**

Any combination of training and experience, which would provide the required knowledge and abilities, is qualifying. A typical way to obtain the knowledge and abilities is:

- Three (3) years of experience as a vehicle and equipment mechanic diagnosing, repairing, overhauling, and maintaining vehicles, motorcycles, and equipment.

### **LICENSE & CERTIFICATION:**

- Possession of a valid California Class C driver's license and a safe driving record
- Obtain a Class B California driver's license within 12 months of hire
- At least two (2) Automotive Service Excellence (ASE) certifications in the area of Automotive or Medium/Heavy Truck within six months of date of employment. ASE Masters certification in Automobile and/or Medium/Heavy Truck highly desirable