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RIVERSIDE UNIFIED SCHOOL DISTRICT

CLASS TITLE: SPECIAL EQUIPMENT MECHANIC (Range 30)

BASIC FUNCTION:

Under the direction of an assigned supervisor, perform journey-level mechanical work in the inspection, diagnosis, repair and maintenance of large District vehicles and a variety of equipment.

REPRESENTATIVE DUTIES:

Perform journey-level mechanical work in the inspection, diagnosis, repair and maintenance of a variety of large District vehicles and equipment. *E*

Repair and maintain vehicles and equipment, including heavy vehicles, backhoes, tractors and other large and small grounds equipment. Assist in the repairs of small district vehicles. *E*

Evaluate maintenance, servicing and repair needs and establish repair priorities; read and interpret schematics and diagrams; inspect and diagnose mechanical malfunctions. *E*

Determine necessary parts for repair; requisition equipment, tools, parts and materials according to established procedures. *E*

Perform routine maintenance safety checks and inspections. *E*

Overhaul, rebuild and tune engines and carburetors. *E*

Adjust and line brakes; maintain, rebuild and replace air and other brake system components; change and balance tires. *E*

Overhaul, repair and adjust automatic and standard transmissions, drive shafts, differentials, universal joints, gears, valves, transfer cases, and rear ends. *E*

Maintain shop area, equipment and tools in a safe, clean and orderly condition. *E*

Operate a variety of specialized electronic diagnosis equipment and machinery. *E*

Repair and diagnose floor scrubbers, vacuums, de-humidifiers, electric pumps, bug sprayer, gopher machines, carpet truck machine and floor buffers. *E*

Inspect and repair boom and scissor lift per manufacturer specs and check operations, battery, lube fittings, repair hydraulics, maintain records and schedule vendor for necessary repairs. *E*

Inspect and service school site generators, change oil, belts, hoses and antifreeze, tune-ups, run diagnostics, check shutoff valves and electrical components, check gage outputs and check for natural gas leaks, schedule propane gas refill and schedule contractor for electrical repairs. *E*

Adjusting and repairing carburetors and ignition systems, including tuning and timing engines and setting and adjusting voltage regulators, generators, and alternators. *E*

Repairing or replacing electronic components, servicing and repairing pollution-control devices, installing engines, and adjusting and repairing transmissions. *E*

Adjusting and repairing steering and suspension systems, replacing brake shoes or pads, and servicing hydraulic brake systems. *E*

Repair and maintain diesel engines, which includes but not limited to glow plugs and Fuel injector pumps. *E*

Maintain records of accounts, receipts and purchase orders. *E*

Lubricating engine and chassis, replacing hoses, and performing maintenance inspections. *E*

Operates garage equipment, including meters, analyzers, gauges, hydraulic lifts, jacks, grinders, etc. *E*

Diagnosing sources of trouble or failure in Grounds equipment, including those in electronic components. *E*

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Preventative maintenance requirements of vehicles and equipment.

Techniques and practices of maintenance and repair of heavy and light automotive vehicles and grounds maintenance equipment.

Materials, tools, and procedures used in performing skilled maintenance welding and metal fabrication.

Operation theory and principles of gasoline powered engines.

Methods, equipment, tools and materials used in the repair and maintenance of vehicles and equipment.

Diagnostic procedures for vehicles and equipment.

Technical aspects of field of specialty.

Skilled welding safety practices and procedures.

Shop math applicable to vehicle maintenance.

Health and safety regulations.

ABILITY TO:

Utilize electronic technical repair manuals.

Diagnose, repair and maintain a wide variety of large and small gasoline powered equipment and small engines.

Diagnose and repair mechanical, electrical and computerized malfunctions.

Operate specialized equipment used in repairing or servicing of vehicles.

Read and apply technical and mechanical diagrams, schematics and repair manuals.

Analyze situations accurately and adopt an effective course of action.

Maintain records related to safety, preventive maintenance and work performed.

Understand and follow oral and written directions.
Comply with safe welding practices and procedures.
Work cooperatively with others.
Observe legal and defensive driving practices.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and two years journey-level experience as a vehicle mechanic.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.
ASE Certification.
ASE Diesel Certification.
Air Brake Certification.
Pesticide Licenses.
Valid EPA Refrigeration certificate within probationary period.

WORKING CONDITIONS:

ENVIRONMENT:

Vehicle and equipment repair shop environment.
Driving a vehicle to conduct work.
Emergency call-out.
Indoor and outdoor environment.
Exposure to adverse weather conditions.

PHYSICAL ABILITIES:

Crawl under vehicles and stretch to reach components requiring repair or replacement.
Pulling, pushing, lifting and carrying heavy objects.
Walking or standing for extended periods.
Standing for extended periods of time.
Bending at the waist.
Kneeling.
Reaching overhead, above the shoulders and horizontally.
Dexterity of hands, wrists and fingers to operate power tools and equipment.
Seeing to observe and perform repairs.

HAZARDS:

Subject to noise and fumes from equipment operation.
Exposure to fumes and vapors.
Working in a cramped or restrictive work chamber.
Working around and with machinery having moving parts.
Extreme heat and minor burns associated with welding.

RIVERSIDE UNIFIED SCHOOL DISTRICT

CLASS TITLE: AUTOMOTIVE MECHANIC I (Range 25)

BASIC FUNCTION:

Under the direction of an assigned supervisor, perform journey-level mechanical work in the inspection, diagnosis, repair and maintenance of a variety of large and small District vehicles and equipment.

DISTINGUISHING CHARACTERISTICS:

The Automotive Mechanic I is one of the entry-level classifications in the series. Incumbents perform journey-level mechanical work on District rolling stock and equipment. The Automotive/Welder Mechanic II classification is the lead level classification which prioritizes, assigns and provides work direction to shop staff.

REPRESENTATIVE DUTIES:

Perform journey-level mechanical work in the inspection, diagnosis, repair and maintenance of a variety of large and small District vehicles and equipment. *E*

Repair and maintain vehicles and equipment, including heavy vehicles, trucks, backhoes, tractors, vans, cars and other large and small grounds equipment. *E*

Evaluate maintenance, servicing and repair needs and establish repair priorities; read and interpret schematics and diagrams; inspect and diagnose mechanical malfunctions. *E*

Determine necessary parts for repair; requisition equipment, tools, parts and materials according to established procedures. *E*

Perform routine maintenance safety checks and inspections. *E*

Overhaul, rebuild and tune engines and carburetors. *E*

Adjust and line brakes; maintain, rebuild and replace air and other brake system components; change and balance tires. *E*

Overhaul, repair and adjust automatic and standard transmissions, drive shafts, differentials, universal joints, gears, valves, transfer cases, and rear ends. *E*

Maintain shop area, equipment and tools in a safe, clean and orderly condition. *E*

Operate a variety of specialized electronic diagnosis equipment and machinery. *E*

Adjusting and repairing carburetors and ignition systems, including tuning and timing engines and setting and adjusting voltage regulators, generators, and alternators. *E*

Repairing or replacing electronic components, servicing and repairing pollution-control devices, installing engines, and adjusting and repairing transmissions. *E*

Adjusting and repairing steering and suspension systems, replacing brake shoes or pads, and servicing hydraulic brake systems. *E*

Lubricating engine and chassis, replacing hoses, and performing maintenance inspections. *E*

Operates garage equipment, including meters, analyzers, gauges, hydraulic lifts, jacks, grinders, etc. *E*

Diagnosing sources of trouble or failure in automotive equipment, including those in electronic components. *E*

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Preventative maintenance requirements of vehicles.

Techniques and practices of maintenance and repair of heavy and light automotive vehicles and grounds maintenance equipment.

Materials, tools, and procedures used in performing skilled maintenance welding and metal fabrication.

Operation theory and principles of gasoline powered engines.

Methods, equipment, tools and materials used in the repair and maintenance of vehicles and equipment.

Diagnostic procedures for vehicles and equipment.

Technical aspects of field of specialty.

Skilled welding safety practices and procedures.

Shop math applicable to vehicle maintenance.

Health and safety regulations.

ABILITY TO:

Utilize electronic technical repair manuals.

Diagnose, repair and maintain a wide variety of large and small gasoline powered equipment and small engines.

Diagnose and repair mechanical, electrical and computerized malfunctions.

Operate specialized equipment used in repairing or servicing of vehicles.

Read and apply technical and mechanical diagrams, schematics and repair manuals.

Analyze situations accurately and adopt an effective course of action.

Maintain records related to safety, preventive maintenance and work performed.

Comply with safe welding practices and procedures.

Understand and follow oral and written directions.
Work cooperatively with others.
Observe legal and defensive driving practices.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and two years journey-level experience as a vehicle mechanic.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.
ASE Certification.
Smog testing certification.
Valid EPA Refrigeration certificate within probationary period.

WORKING CONDITIONS:

ENVIRONMENT:

Vehicle and equipment repair shop environment.
Driving a vehicle to conduct work.
Emergency call-out.
Indoor and outdoor environment.
Exposure to adverse weather conditions.

PHYSICAL ABILITIES:

Crawl under vehicles and stretch to reach components requiring repair or replacement.
Pulling, pushing, lifting and carrying heavy objects.
Walking or standing for extended periods.
Standing for extended periods of time.
Bending at the waist.
Kneeling.
Reaching overhead, above the shoulders and horizontally.
Dexterity of hands and fingers to operate power tools and equipment.
Seeing to observe and perform repairs.

HAZARDS:

Subject to noise and fumes from equipment operation.
Exposure to fumes and vapors.
Working in a cramped or restrictive work chamber.
Working around and with machinery having moving parts.
Extreme heat and minor burns associated with welding.