



## CLASS SPECIFICATION

Class Code: 60008100  
Date Established: 04/1990  
Last Reviewed: 05/2021  
Last Revised: 05/2021  
Last Title Change:  
FLSA: non-exempt  
Probation: 6 months

### EQUIPMENT SERVICE WORKER I

#### **DEFINITION**

Under supervision, performs servicing and lubrication tasks on automotive and diesel equipment; performs basic field repairs on equipment related to servicing and preventive maintenance functions; and performs related work as required.

#### **EXPERIENCE AND TRAINING REQUIREMENTS**

One year of full-time paid experience in performing servicing, preventive maintenance, and vehicle and equipment inspection work on automotive or diesel equipment; OR an equivalent combination of education and experience.

#### **LICENSE OR CERTIFICATE**

A valid driver's license is required at the time of appointment.

In certain operational areas within Equipment Services, a valid Class A Commercial Driver's License (CDL) with HAZMAT and tanker endorsements and no restrictions must be obtained within six months of time of appointment.

#### **DISTINGUISHING CHARACTERISTICS**

This is the first level in the Equipment Service Worker classification series which provides for progression to the next level in the series upon meeting the requirements of the classification and recommendation of the appointing authority. Incumbents perform a variety of routine servicing work on automotive and diesel equipment. This classification is distinguished from Equipment Service Worker II incumbents in that Equipment Service Worker I incumbents do not perform minor mechanical repairs.

#### **SUPERVISION EXERCISED**

Exercises no direct supervision.

**EXAMPLES OF DUTIES** *(The following is used as a partial description and is not restrictive as to duties required.)*

Perform servicing of gasoline and diesel-powered vehicles and equipment including lubrication, changing oil, changing air and oil filters, and checking and adding fluids including windshield washer, transmission, cooling system, brakes, and differential.

Perform fueling and transporting of vehicles.

Inspect and change tires; rotate, repair, and balance tires.

Check lighting systems and replace bulbs when necessary.

Pick up and deliver parts and accessories.

Steam clean and wash vehicles and equipment.

Perform general housekeeping duties in the shop.

### **JOB RELATED AND ESSENTIAL QUALIFICATIONS**

**Full Performance** *(These may be acquired on the job and are needed to perform the work assigned.)*

**Knowledge of:**

Policies and procedures of the department and work unit where assigned.

**Ability to:**

Perform a variety of servicing, lubrication, and preventative maintenance inspections on gasoline and diesel vehicles and equipment serviced by the Washoe County Maintenance Shop.

**Entry Level** *(Applicants will be screened for possession of these through written, oral, performance, or other evaluation methods.)*

**Knowledge of:**

General tools, equipment, and methods used in servicing, preventative maintenance, and vehicle and equipment inspection work.

Standard lubricants and oils used in vehicle and equipment servicing work.

Safe work practices.

**Ability to:**

Read and write.

Understand and follow specific oral instructions.

Maintain routine maintenance records.

Foster and maintain collaborative and productive working relationships with all those contacted in the course of work.

Perform assigned duties in a safe manner that does not expose the worker or others to unnecessary risk or injury.

**SPECIAL REQUIREMENTS** *(Essential duties require the following physical skills and work environment.)*

Employees with CDL's in this class are subject to drug and alcohol testing under the following conditions: reasonable cause, post-accident, random, return to duty, and follow-up.

Ability to stand and walk for extended periods. Ability to frequently stoop, bend, and kneel. Ability to lift and move objects weighing up to 120 lbs. Ability to perform sustained and vigorous activities in a variety of environments, temperatures, and weather conditions. Exposure to grease, oils, and lubricants.

*This class specification is used for classification, recruitment, and examination purposes. It is not to be considered a substitute for work performance standards.*