



## CLASS SPECIFICATION

Class Code: 60008107  
Date Established: 10/2001  
Last Reviewed: 03/2023  
Last Revised: 03/2023  
Last Title Change:  
FLSA: Non-exempt  
Probation: 6 months

### AUTOMOTIVE MECHANIC

#### **DEFINITION**

Under supervision, performs journey level mechanical work repairing and maintaining a variety of light to medium automotive equipment; and performs related work as required.

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

Four years of full-time paid experience as a journey level mechanic of light to medium automotive equipment; OR completion of a recognized apprenticeship in the mechanical trade and two years of journey level mechanic experience of light to medium automotive equipment; OR an equivalent combination of education and experience.

#### **LICENSE OR CERTIFICATE**

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

Basic mechanic's tools, including a toolbox, customarily used to perform the duties of this position are required at the time of appointment.

G-2 (Inspection and Repair) Certification and licensure by the State of Nevada must be obtained prior to the end of the probationary period.

ASE Certifications in both "Automotive Suspension & Steering" and "Brakes" must be obtained prior to the end of the probationary period.

#### **DISTINGUISHING CHARACTERISTICS**

The Automotive Mechanic is distinguished by performing journey level maintenance and repair of light to medium automotive equipment. The Heavy Equipment Diesel Mechanic performs maintenance and repair of heavy diesel construction equipment. The Grounds Equipment Mechanic performs maintenance and repair primarily of grounds and/or turf equipment.

#### **SUPERVISION EXERCISED**

Exercises no supervision.

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

Perform journey level mechanical maintenance and repairs on light to medium automotive equipment.

Maintain, repair, and diagnoses of computerized braking systems, steering systems, ignition systems, fuel systems, electrical systems, HVAC Systems, engine controls and transmissions and transfer cases.

Perform diagnostics and troubleshoot problems of major component parts and perform tune-ups and general overhauls on automotive equipment.

Repair, charging systems, cranking systems, transfer cases, front differentials, axles, drive shafts and other computer assisted assemblies.

Overhaul and repair, engines, steering, suspension, brakes transfer cases, front differentials, axles, drive shafts and other power train assemblies.

Repair or replace complex air bag and physical restraint systems.

Conduct a variety of performance tests to locate defects, failures and assess mechanical performance.

Utilize a variety of specialized tools and interpret testing devices such as digital volt/ohm meters, computerized scanners, oil pressure gauges and regulators, micrometers, and vehicle emissions testing equipment.

Handle, store and dispose of hazardous materials, petroleum-based products, wastes, chemicals, refrigerants, cleaners and solvents ensuring compliance with all applicable regulations, codes and policies.

Maintain computerized records of work completed or work in progress and parts used.

Perform duties in a safe and responsible manner that does not expose the employee or co-workers to unnecessary risk or danger.

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

**Knowledge of:**

County and departmental policies and procedures.

Comprehensive mechanical trades work required for the maintenance and repair of automotive equipment.

**Ability to:**

Perform a variety of skilled mechanical trades work on automotive equipment with minimal guidance and supervision.

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

**Knowledge of:**

Use of scanners, scopes and lab scopes used to troubleshoot, diagnose, and determine drivability concerns of automotive equipment.

Computer software programs.

Safe workplace practices.

**Ability to:**

Apply the theory and techniques of skilled mechanical trade work in the diagnosis, maintenance, and repair of light to medium automotive equipment.

Interpret the results (scanner parameters) received to determine the automotive problem.

Read wiring schematics and diagnostic flow charts.

Read manuals or instructions printed from computer.

Skillfully use air and hand tools to make repairs to automotive equipment.

Operate automotive equipment.

Use a personal computer.

Maintain routine maintenance records.

Establish and maintain a professional, effective rapport with co-workers and customers served.

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

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 environmental conditions. Exposure to grease, oils, lubricants, propane, natural gas, gasoline, diesel, refrigerants, cleaners, solvents and other hazardous chemicals.

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