DEFINITION:
Under limited supervision, performs skilled journeyman level work in the auto mechanics trade.

JOB CHARACTERISTICS:
An employee in this class is assigned to work independently, with little or no direction for routine work, primarily in the mechanic trade. However, an employee may be required to help with other work as needed. In any event, the employee will be expected to train and supervise helpers in their trade as assigned.

EXAMPLE OF DUTIES AND RESPONSIBILITIES:
Depending upon assignment, duties may include, but are not limited to, the following:

1. Test and analyzes all gasoline engines.
2. Performs major repairs to trucks, tractors, forklifts, lawn mowers, and other equipment.
3. Performs repairs to electrical and hydraulic systems.
4. Repairs electrical vehicles.
5. Prepares metal surfaces for painting.
6. Maintains vehicle records and schedules maintenance and repairs.
7. Orders all necessary parts and prepares documentation for reimbursables.
8. Keeps State required inspection records.
9. Performs other related duties as assigned.

EMPLOYMENT STANDARDS:

Knowledge of:
1. Tools, materials, methods, and terminology of the trade to which assigned.

Ability to:
1. Demonstrate understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, cultural, disability, religious background and sexual orientation of community college students, faculty and staff.
2. Participate in appropriate training in hazardous materials handling, storage, and disposal; follow designated policy and procedures for Hazmat identification, storage and disposal; maintain standards related to environmental compliance and personal health and safety as required.
3. Use a computer for entry and retrieval of information for work assignments.
4. Estimate the scope and cost of each work assignment and of the necessary tools and materials to complete the assignment.
5. Work from manuals, vehicle manufacturers information sheets, and safety regulations.
6. Understand and carry out written and oral instructions.

7. Work independently and follow through on activities.

8. Direct and order own work.

Experience: 1. One year of journeyman level experience in mechanic trade.

Education: 1. Equivalent to completion of eighth grade.

Certification: Possession of an appropriate California operator's license issued by the State Department of Motor Vehicles.

Date Approved: March 1993
Range: L-53
EEO-Category: H60