

CITY OF DALY CITY  
JOB SPECIFICATION

APPROVED BY  
PERSONNEL BOARD: 3/9/2017  
CITY COUNCIL: 4/10/2017  
RES.NO.: 17-50

**MECHANIC**

**DEFINITION**

Under general supervision, performs journey-level maintenance, diagnostic and repair work on all automotive and mechanical equipment up to and including heavy duty diesel-powered equipment and performs related work as required.

**EXAMPLES OF DUTIES**

Performs all maintenance and repairs, fabrication, and modifications to city vehicles and equipment; (including automobiles, trucks, motorcycles, police and fire equipment, street sweepers, Vac-Con's, construction equipment, mowers, trailers, tractors, rollers, diesel or gasoline powered loaders, alternate fuel and hybrid vehicles); makes major and minor repairs to anti-lock brake, climate control, cooling, drivability gas/diesel, electrical, exhaust, hybrid, powertrain, restraint, steering/suspension, tire pressure monitor systems; uses welding equipment to fabricate, rebuild and strengthen various equipment parts; answers road calls for emergency services; makes road tests as needed; maintains records of time and materials used for each job; adequately communicates inventories of shop tools, equipment, fuel, parts and supplies as required.

**MINIMUM QUALIFICATIONS**

**Knowledge of:** Principles of safely working in an automotive repair garage; preventive maintenance inspection methods; current diagnostic procedure and repair tools, materials, and equipment used in vehicle repair and modification; principles of gasoline, diesel, computerized electronics, hybrid vehicles as applies to the maintenance and repair of automotive, truck, street construction, maintenance and fire equipment; tools and equipment of the trade; knowledge of safety practices related to the work and basic computer skills.

**Ability to:** Diagnose and repair defects and failures in all areas of a vehicle or equipment; modify and outfit vehicles and equipment; safely use and maintain related shop tools and equipment, including analyzers and computers; maintain skills as technology advances; follow oral and written instructions; keep related shop records; communicate effectively; identify problems and make logical

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decisions; make simple mathematical calculations; keep work progressing to scheduled completion; maintain a level of productivity within industry standards; interact positively and cooperate with co-workers; respond politely to customers; work as a team member; function under demanding time pressure; respond in a positive manner to supervision, and attend work and perform duties on a regular and consistent basis.

**Experience:** Journeyman's card or equivalent experience, such as successful completion of an apprenticeship in a recognized shop, with at least two years of experience in the repair and maintenance of automotive, truck, street construction and maintenance equipment. Training and or experience in the repair of heavy-duty equipment, including fire apparatus is highly desirable; knowledge of heavy duty equipment repair and overhaul including diesel-powered equipment and gas and electric welding principles and techniques.

**Education:** Graduation from high school or equivalent.

**License/Certification:** Possession of a valid Class B California Driver's License including a Tank Endorsement or the ability to obtain one within 12 months of appointment and have an acceptable driving record as determined by the Department of Transportation.

The following certifications are highly desirable:

- Possession of current National Institute of Automotive Service Excellence (ASE) Certificates in
  - Suspension (A4)
  - Brakes (A5)
  - Electrical/Electronics (A6)
  - Engine Performance (A7)
  - Advanced Engine Performance (L1)
  - Truck Diesel Engines (T2)
  - Truck Brakes (T4)
  - Truck Electrical (T6)
  - Truck PMI (T8)
- Office of State Fire Marshall (OSFM) Level 1 Fire Mechanic Certificate

**Physical Requirements:** Moderate and sometimes strenuous exertion required, including walking, standing, bending, kneeling, lifting and carrying; may have to work on ladders, in adverse conditions which include weather, noise, noxious odors, gases and contact with petroleum products.