



AUTO MECHANIC II

QUALIFICATIONS

A. REQUIRED

- High school diploma or GED
- Trade or vocational school or equivalent
- Considerable knowledge of standard practices and equipment of the automotive mechanic trade
- Possession of State emission certification during the probationary period
- Possession of an Arizona Class B Commercial Driver's License within the probationary period
- Must meet all Arizona School Bus Driver requirements within the probationary period
- Previous experience as an automotive mechanic
- Equivalent combination of education/training/experience

B. DESIRED

- Ten years of automotive repair experience

SUMMARY

This is skilled mechanical work in the maintenance and repair of automotive equipment. Responsible for the performance of skilled tasks in repair work to automobiles, trucks, buses, tractors, sweepers, road-graders, lawn mowers, and maintenance equipment. Regular attendance is required to perform the essential functions of this position.

Reports to: Director of Transportation

ESSENTIAL FUNCTIONS

- Test runs equipment after work is completed, in addition to diagnosing various malfunctions on vehicles and equipment
- Performs general overhaul and repair work on light and heavy trucks, buses, gasoline and diesel engines, tractors, road-graders, lawn mowers, and other automotive mechanical equipment
- Replaces brakes, shock absorbers, repairs transmissions, replaces and adjusts clutches, checks and balances tires, and checks for proper front end alignment
- Does diversified electrical work on automotive equipment, such as installing batteries, repairing alternators, starters, turning armatures on lathes, and repairs and adjusts headlights
- Performs road tests to locate defects in equipment operation and checks on repair work before the return of equipment to active use. Utilizes a variety of common testing devices such as ammeters, volt meters, gauges of various types and other equipment
- Performs more difficult or unusual diagnoses of needed repairs, or otherwise determines the corrective measures needed to place the equipment into use
- Assists Auto Mechanic I with the fabrication and use of materials, parts, and equipment in performing tasks
- Keeps work area and shop clean
- Exhibits patience, courtesy and tact when dealing with others

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- Substitutes as bus driver as needed
- Promotes and supports district wide educational advancement in 21st Century skills
- Integrates knowledge and skills that are relevant to the 21st Century
- Performs other related duties as assigned

MENTAL AND PHYSICAL REQUIREMENTS

- Ability to concentrate for extended periods of time
- Ability to communicate effectively, both verbally and in writing
- Ability to perform functions from oral and written instructions
- Ability to perform tasks requiring manual dexterity
- Ability to work in a shop environment, both indoors and outdoors
- Ability to lift, climb, stoop, bend, twist, reach, walk and stand for long periods of time