



Internal/External Employment Opportunity

- JOB TITLE:** Assistant Mechanic I, II, III or Senior Mechanic
- JOB STATUS:** Non-Exempt
- PAY RANGE:** I - \$22.45 – \$28.74 per hour, dependent upon qualifications
II - \$25.26 - \$32.34 per hour, dependent upon qualifications
III - \$28.42 - \$36.38 per hour, dependent upon qualifications
Sr. - \$31.97 - \$40.93 per hour, dependent upon qualifications
- CLOSING DATE:** Open Until Filled, First review on Friday, April 24, 2015
- DUTIES:** Under the direction of the Superintendent of Facilities Operations and the direct supervision of the Support Services Supervisor, assists in the maintenance of the District's fleet and emergency auxiliary equipment program.
- Assistant Mechanic I* is the entry-level classification in the job series. Incumbents typically work under close supervision as they learn and perform a limited range of tasks. Familiarization with the District's facilities, policies and procedures is required at this level.
- Assistant Mechanic II* is the skilled-level classification in the job series. Incumbents perform the full range of skilled duties. Assignments may encompass a variety of tasks, and may seldom require detailed instructions. Must exercise sound independent judgment within established guidelines and show initiative.
- Assistant Mechanic III* is the journey-level classification in the job series. Incumbents perform the more complex assignments and specialized tasks in the crew, requiring greater knowledge of crew responsibilities and District programs gained through experience and/or training and education. Assignments are varied and require sound independent judgment and initiative.
- Senior Mechanic* is the advanced journey-level, working-lead class in the job series. Incumbents are responsible for assisting the Supervisor in formulating and developing crew goals and objectives, supervising assigned personnel and directing day-to-day activities. Duties and responsibilities are carried out with considerable independence within the framework of established policies and procedures. The work of this class involves accountability and decision-making responsibilities.

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QUALIFICATIONS: High school diploma or equivalent certificate.

Assistant Mechanic I must have the ability to take direction and follow through on one's own to complete assignments; must have one year of related experience in a vehicle maintenance program; display exceptional mechanical aptitude with specific skill and knowledge in brake, tune-up, and electrical vehicle repairs. Possession of Automotive Service Excellence (ASE) certification in light repair, auto and light truck maintenance, or ability to obtain within 18 months of job placement. Possession of forklift operation certification, or ability to obtain within 18 months of job placement. Possession of a valid California driver's license, preferably a Class A.

Assistant Mechanic II must have the ability to initiate work activities on one's own with minimal direction; must have one year of related experience in a vehicle maintenance program; display exceptional mechanical aptitude with specific skill and knowledge in brake, tune-up, and electrical vehicle repairs. Possession of Automotive Service Excellence (ASE) certification in light repair, auto and light truck maintenance, brake repair, engine performance, and mobile air conditioning. Possession of forklift operation certification. Possession of a valid California Class A driver's license with a tanker and air brakes endorsement.

Assistant Mechanic III must have the ability to train and lead staff using sound independent judgment and initiative; must have one year of related experience in a vehicle maintenance program; display exceptional mechanical aptitude with specific skill and knowledge in brake, tune-up, and electrical vehicle repairs. Possession of Automotive Service Excellence (ASE) certification in light repair, auto and light truck maintenance, brake repair, engine performance, mobile air conditioning, heavy truck preventative maintenance. Possession of a current California Underground Storage Tank (UST) System Operator certificate issued by the International Code Council (ICC). Possession of a current California Water Distribution Grade 1 certificate issued by the State Water Resources Control Board. Possession of forklift operation certification. Specific skill and knowledge in On Board Diagnostic (OBD-II) diagnosis and repair. Ability to operate backhoe or bobcat equipment. Possession of a valid California Class A driver's license with a tanker and air brakes endorsement.

Senior Mechanic must have the ability to provide first-line direction, technical assistance and training to the assigned crew; must have five years of related experience in fleet maintenance, including maintenance and repair of diesel trucks, heavy equipment, emergency auxiliary engines, and small or large pumps and engines. Possession of Automotive Service Excellence (ASE) certification in light repair, auto and light truck maintenance, brake repair, engine performance, mobile air conditioning, heavy truck preventative maintenance. Possession of a current California Underground Storage Tank (UST) System Operator certificate issued by the International Code Council (ICC). Possession of a current California Water Distribution Grade 1 certificate issued by the State Water Resources Control Board. Possession of forklift operation certification. Specific skill and knowledge in On Board Diagnostic (OBD-II) diagnosis and repair of brakes, tune-ups, electrical vehicle, vehicle testing equipment, lab scope, scanner and gas analyzer. Ability to operate backhoe or bobcat equipment. Working knowledge of

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UST regulations, CHP Biennial Inspection of Terminals (BIT) program, and the Bureau of Automotive Repair (BAR) smog check program. Possession of a valid California Class A driver's license with a tanker and air brakes endorsement.

**PHYSICAL
REQUIREMENTS:**

Position requires the ability to work in a field maintenance environment with the ability to carry, push, pull, reach, and lift equipment and parts weighing up to 80 pounds; Must be able to stoop, kneel, crouch, crawl, and climb during field maintenance and repair work; must be able to stand and walk for extended time periods; must have hearing, vision and eye-hand coordination sufficient to operate equipment and maintain good awareness during maintenance and repair jobs; must be able to work in an environment that could produce exposure to dust, dirt, and significant temperature changes.

**APPLICATION
PROCEDURE:**

Internal Candidates: Please obtain a job bid form from the Human Resources Department.

External Candidates: Please complete a District Application for Employment, which can be obtained from our website at www.mnwd.com.

This position is open until filled with a first review date on Friday, April 24, 2015. Please complete a District Application for Employment, which can be obtained from our website at www.mnwd.com.

Completed job bid forms and applications must be received in the Human Resources Department by 5:00 p.m. on Friday, April 24, 2015 to be considered in the first review of applications.