

**CITY OF COLLEGE PARK, MARYLAND**

**CLASS SPECIFICATION**

**CLASS TITLE:** MECHANIC I

**FLSA Status:** Nonexempt

**GENERAL CLASS DESCRIPTION:** Positions in this classification perform preventive maintenance and automotive repair on a variety of City vehicles and equipment. Work involves performing preventive maintenance, replacing worn and damaged parts, diagnosing problems with vehicles/equipment, and performing routine mechanical repairs. Receives work assignments and supervision from a Mechanic II or Fleet Supervisor. Works under general supervision of the Fleet Supervisor.

**ESSENTIAL JOB FUNCTIONS:**

***The following duties are typical for this classification. Not all the listed duties may be required and other duties may be required or assigned.***

- Performs a variety of preventive maintenance duties such as changing oil, testing and charging batteries, and greasing motorized equipment and vehicles.
- Replaces worn parts on vehicles such as tires, spark plugs, water and fuel pumps and radiators.
- Adjusts brakes, replaces glass and steam cleans motors.
- Diagnoses engine and mechanical problems; and performs routine repairs and routine repairs on pay loaders, street sweepers, etc.

**KNOWLEDGES, SKILLS AND ABILITIES REQUIRED TO PERFORM ESSENTIAL FUNCTIONS.**

**Technical Knowledge:**

- General knowledge of preventive maintenance requirements and procedures for motorized equipment and vehicles.
- Some knowledge of the techniques and procedures for diagnosing and repairing engine, and mechanical systems and parts in motorized equipment and vehicles.
- General knowledge of risks and safety precautions for assigned duties.

**Physical Requirements:**

- Ability to operate diagnostic equipment and mechanics tools and hand tools.
- Ability to lift heavy objects in removing and replacing vehicles parts.

## MECHANIC I

### Language Ability & Interpersonal Communications:

- Ability to read vehicle/equipment operating, maintenance and repair manuals, and work orders.
- Ability to follow oral and written instructions.

### Environmental Adaptability

- Work is predominantly performed in an equipment repair shop. Occasionally performs work outdoors which requires ability to work in varying weather conditions.

### **ACCEPTABLE TRAINING AND EXPERIENCE**

Requires 1 -2 years of experience performing preventive maintenance and routine repairs on varied equipment and vehicles; or any equivalent combination of training and experience which provides the required knowledges, skills and abilities.

Additional Requirements: Requires a valid driver's license and a Maryland State Inspection Certification.

*College Park is an Equal Opportunity Employer. In compliance with the American with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*