



Job Title: **Automotive Equipment Mechanic**

Position Description

To perform this job successfully, an individual must be able to perform the essential job functions consistently and to the satisfaction of the employer. Reasonable accommodations may be made for qualified disabled individuals. This job description is not an exhaustive list, as employees may be required to perform duties not specifically designated within this document, at the employer's discretion. The Escambia County School District reserves the right to modify or interpret this job description as needed.

FLSA Status: Nonexempt
Reports to: Appropriate Supervisor or Designee
Supervises: Appropriate Staff as required
Pay Grade: Educational Support – 19

APPROVED
ESCAMBIA COUNTY SCHOOL BOARD

JUNE 20, 2017

MALCOLM THOMAS, SUPERINTENDENT
VERIFIED BY RECORDING SECRETARY

JOB SUMMARY

The purpose of this position is to perform skilled work involving the maintenance and repair of diesel and gasoline driven motors and related auto equipment, machinery, and tools and repairs heavy equipment such as farm tractors, backhoes, and dump trucks and/or related automotive equipment, machinery, and tools.

ESSENTIAL JOB FUNCTIONS

- Plans repairs, preventative maintenance, and servicing of automotive equipment.
- Performs complex overhaul and repair work on automobiles, light trucks, mechanical equipment, and other diesel and gasoline driven motors; assembles automotive systems; tunes and adjusts engines.
- Performs preventive maintenance and inspections of vehicles and machinery; troubleshoots electrical systems and computer controlled systems; adjusts and replaces parts.
- Tests, diagnoses, and repairs electrical equipment, generators, distributors, magnetos, and starters; tests and repairs air conditioning and transport refrigeration systems; repairs and replaces front end and suspension components; services and repairs brake systems, e.g., air, hydraulic, and antilock systems.
- Inspects and repairs safety and restraint devices and equipment, e.g., seatbelts, airbags.
- Operates a wide variety of standard and heavy equipment and tools utilized in auto repair, e.g., computerized and electronic test equipment, volt and injector testers, emission tester wheel balancing equipment, air compressor, hydraulic press, drill press, brake bleeder, battery charger, steam cleaners, pressure and parts washer.
- Operates various vehicles and machinery, e.g., cars, trucks, busses, lifts.
- Disposes of waste and hazardous materials in accordance with prescribed safety policies and environmental procedures; maintains cleanliness of garage facilities and equipment.
- Performs various administrative duties, e.g., maintains appropriate repair logs and records; maintains parts and equipment inventory records.
- Prepares and submits order/requisitions for parts.
- Repairs and maintains tools and equipment.

- Conforms to safety standards as prescribed.
- Responds to calls for emergency repairs.
- Performs other duties as assigned.

MINIMUM REQUIREMENTS

- High school diploma, GED, or other equivalent.
- Three (3) years of responsible experience in automotive and heavy equipment and machinery maintenance and repair.
- ASE and Dealership Certifications preferred.
- An equivalent combination of education, training, and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.
- Must possess and maintain a valid Driver License. May require the possession of or the ability to obtain a Class "A" or "B" Commercial Driver License.

KNOWLEDGE, SKILLS, AND ABILITIES

- Requires the ability to display knowledge of tools, methods, materials, and techniques of the specialty area.
- Requires the ability to display knowledge of operation and maintenance of hand and power tools.
- Requires the ability to display knowledge of occupational hazards and safety precautions.
- Requires the ability to display knowledge of basic mathematics.
- Requires the ability to display knowledge of standards, techniques, methods, practices, and tools of the trade.
- Requires the ability to display knowledge of operation and care of power and hand tools and specialized equipment.
- Requires the ability to display knowledge of applicable codes and regulations.
- Requires the ability to display knowledge of occupational hazards and safety precautions.
- Requires the ability to work with hand and power tools.
- Requires the ability to work with heavy equipment.
- Requires the ability to perform maintenance and repair tasks.
- Requires the ability to use or repair small/light equipment, medium equipment and machinery, such as vehicles, and heavy or complex machinery, such as HVAC systems or construction equipment.

PHYSICAL DEMANDS

While performing the essential functions of this job the employee is regularly exposed to work near moving mechanical parts and is frequently exposed to fumes and outdoor weather conditions. The incumbent's working conditions are typically moderately loud, but may be very loud while operating tools and equipment. Medium work: Exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. The work also requires the following physical abilities in order to perform the essential job functions: climbing, crawling, crouching, feeling, fingering, grasping, handling, hearing, lifting, mental acuity, pulling, pushing, reaching, repetitive motion, speaking, standing, stooping, talking, and visual acuity.

WORKING CONDITIONS

Employees in this position work in a safe and secure work environment that may periodically have unpredicted requirements or demands.

Date of Board Approval: June 20, 2017, effective July 1, 2017

Date of Revision: