JOB DESCRIPTION

TITLE: AUTOMOTIVE SERVICEWORKER I SECTION: AUTO SHOP

DEPARTMENT: TRADES AND SUPPORT

REPORTING RELATIONSHIP:

Reports to: Supervisor, Auto Shop

Supervises the following positions: Not applicable

DEFINITION: Under general supervision, to service and make minor adjustments to automotive and other power driven equipment, and to do related work as assigned.

ESSENTIAL FUNCTIONS:

1. Performs equipment lubes and oil changes
2. Repairs and changes tires of all sizes.
3. Drives District vehicle to make service calls on flat tires.
4. Inspects vehicles for Auto shop repairs.
5. Cleans and washes District vehicles.
6. Maintains accurate records.

MINIMUM QUALIFICATIONS:

License or Certificates: Valid California Operators license issued by the State Department of Motor Vehicles. Department of Motor Vehicles driving record may influence employment or classification.

Experience: One year of vehicle servicing and maintenance, or any combination of training and experience that would prove qualifying.

Knowledge of: -Oils, greases, lubricating devices and materials used in the servicing of a variety of automotive and related equipment.
- Basic care and use of mechanics tools.
- Common automotive parts and supplies.
- Safe working practices.
- Vehicle servicing procedures.
- Area geography.
MINIMUM QUALIFICATIONS (Cont.):

Abilities:  
- Lubricate a variety of motorized equipment  
- Change and repair tires and tubes  
- Read and interpret manufacturers lubrication charts.  
- Use basic mechanics hand tools.  
- Learn and follow District safety programs and practices.  
- Understand and carry out oral and written directions.  
- Work cooperatively with others.

PHYSICAL REQUIREMENTS:

1. Works in extreme weather conditions including heat and rain.

2. Drives district vehicle to job sites including over rough terrain. Driving: Light

See Human Resources for physical assessment form.