JOB DESCRIPTION

Coachella Valley Water District Date: June 4, 2013

TITLE: Automotive Technician III SECTION: Auto Shop

DEPARTMENT: Trades and Support

REPORTING RELATIONSHIP:

Reports to: Fleet Manager

Supervises the following positions: Not applicable

DEFINITION: Under minimum supervision, will perform journey level work in the overhauling and repairing of all District internal combustion automotive, heavy construction, and other powered-driven equipment; and to do related work as required.

ESSENTIAL FUNCTIONS:

1. Inspects, diagnoses and locates mechanical difficulties on automobiles, truck, graders, tractors, wheel loaders, gradall, truck cranes, hydro-cranes, stationary motors, a variety of internal combustion engines and related equipment.

2. Adjusts, replaces, repairs or overhauls a variety of engines, transmissions, clutches, differentials, transfer cases, brake systems, axles, pumps, injectors, carburetor, final drives, sprockets, and steering systems and components. Plus implements such as dozers, loader and back hoe buckets, drag buckets and clam shells.

3. Diagnoses, repairs and replaces electrical components including alternators, distributors, relays, lights, sockets, switches, and electrical assemblies. Plus on board computers and computer components.

4. Inspects and repair emission control systems (smog) and tests and certifies systems on BAR 90 machine.

5. Inspects, repairs and align front wheel and rear wheel thrust.

6. Performs complete tune-ups including replacing ignition parts, cleaning and adjusting carburetors and fuel injection systems, replacing hoses and belts, repairing and charging air conditioning systems using R-12 and 134-A Freon.

7. Test and repairs hydraulic systems and related components.

8. Performs major and minor repairs in the field when necessary.

9. Conducts scheduled preventive maintenance on automotive, construction, and stationary equipment.
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ESSENTIAL FUNCTIONS (Cont.):

10. Maintains work, time and material records.

11. Assists in training other automotive technicians.


13. Transport large machines, equipment, supplies and cargo to and from District facilities and job sites as required using low bed, tilt trailers, fixed trailers, and pipe trailers.

MINIMUM QUALIFICATIONS:

License or Certificates: Possession of a valid Class A California Operators License issued by the State Department of Motor Vehicles. License must have endorsements for doubles, triples, hazardous material and tanker. Must be able to qualify for any and all new requirements or endorsements that may be required by the state of California for Class A licenses. Department of Motor Vehicles driving record will influence employment and classification. Must pass Class A driver's license physical as required.

AND

Certifications in auto air conditioning, smog repair and certification of vehicles, and various brake systems.

Experience: Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. Two years of journey level mechanical work and one year in the repair and maintenance of heavy construction equipment.

Knowledge of:
- Operation and maintenance of diesel and gasoline internal combustion engines.
- Tools, equipment and procedures utilized in the overhaul, diagnosing, repair, and adjustment of automotive, heavy duty construction, and a variety of power driven equipment.
- Use of heavy duty mechanic's tools and equipment.
- Safe working practices and procedures and appropriate safety equipment.

Abilities:
- Inspect automotive, heavy construction and other power driven equipment to locate and identify mechanical difficulties.
- Diagnose and troubleshoot mechanical difficulties on a variety of power-driven equipment using advanced diagnostic procedures.
- Safely use a variety of mechanics tools and equipment.
- Diagnose smog related malfunctions, correct and test with accuracy.
- Operate all engines, vehicles, earth moving equipment, large trucks with trailers and stationary units of power for diagnostic purposes, repair, loading, unloading and moving them in and out of the shop.
MINIMUM QUALIFICATIONS (Cont.):

Abilities (Cont.):
- Read mechanical diagrams, repair manuals and part replacement books.
- Accurately maintain shop repair records.
- Understand and carry out oral and written instructions.
- Work independently using sound judgement when making repair decisions.
- Demonstrate safe working procedures.
- Work cooperatively with others.
- Communicate effectively with others.

PHYSICAL REQUIREMENTS:

1. Must be available for stand by duties including weekends and holiday

2. Drives District vehicles to job sites including over rough terrain. Driving: Moderate.

3. Secure large machines and other equipment or supplies for transport.

4. Work in extreme weather conditions including heat, rain and cold. Will work in areas with dust, chemicals, and fumes.

See Human Resources for physical assessment form.