



UNION JOB DESCRIPTION

TITLE: Mechanic - Apprentice

DEFINITION:

Performs construction, servicing, maintenance, overhaul, and repair all types of vehicles, mounted equipment, portable equipment and construction equipment under the direction of the Garage Manager or Foreman.

DISTINGUISHING CHARACTERISTICS:

This position is a step progression position with time requirements and with more responsibility assigned as experience is gained. Progression does not require a bid, but it is contingent upon satisfactory job performance evaluation. This position will require working on varying shifts and supplying a complete set of hand tools.

BASIC RESPONSIBILITIES:

1. Performs servicing, maintenance, overhaul, and repair of all types of vehicles, mounted equipment, portable equipment, and construction equipment.
2. Completes and reviews department vehicle maintenance and repair records, and works schedules as directed.
3. Performs all duties of lower classifications in the Transportation Department.
4. Complies with all Garage safety rules, Shop policies/procedures, and Federal and State laws.

1st 1000 hours

1. Completes and understands Garage support documents such as accident reports, time sheets, etc.
2. Services and tests batteries.
3. Performs preventative maintenance inspections and resulting repair work.
4. Performs tire maintenance on all sizes of tires.

2nd 1000 hours

1. All the duties outlined for the 1st 1000 hours above.
2. Performs alternator repairs and rebuilds.
3. Performs welds and flame cutting feed and 3-position welding.
4. Performs body shop type repairs/adjustments.

3rd 1000 hours

1. All the duties outlined for the 2nd 1000 hours above.
2. Performs minor brake systems repairs.
3. Performs minor engine system repairs.
4. Performs minor electrical repairs on engines.
5. Performs tune-ups on gas engines.

4th 1000 hours

1. All the duties outlined for the 3rd 1000 hours above.
2. Services emission control system.
3. Inspects and services engine system accessories.
4. Performs minor tune ups on diesel trucks.
5. Trouble shoots and repairs 12-volt electrical systems.
6. Services suspension systems.

5th 1000 hours

1. All the duties outlined for the 4th 1000 hours above.
2. Services and repairs hydraulic and air braking systems.
3. Services and repairs drive shaft u-joints and splines.
4. Services and repairs single and two-plate clutches.
5. Removes and replaces four and five-speed manual transmissions.
6. Removes and replaces 14,000; 22,000; and 34,000 pound differentials.
7. Services and repairs 2-speed differential shifting mechanisms.

6th 1000 hours

1. All the duties outlined for the 5th 1000 hours above.
2. Services and repairs 9500 series transmission (13-speed) "Fuller" road ranger transmission systems - clutch linkage and air shifting mechanism.
3. Removes and replaces hydraulic hoses.
4. Removes and replaces hydraulic cylinders.
5. Assists on Detroit diesel tune ups and overhauls on the 8.2 series engine.

7th 1000 hours

1. All the duties outlined for the 6th 1000 hours above.
2. Performs tune ups on Detroit diesel 6-71 series engines.
3. Trouble shoot, repair and install electric controller on trailer brake systems.
4. Removes and replaces automatic transmission on truck 500 series.

8th 1000 hours

1. All the duties outlined for the 7th 1000 hours above.
2. Removes and repairs automatic transmission on truck 600 series.
3. Repairs and changes hoses and cylinders on manlifts.
4. Maintains and repairs manlifts and digger/derrick.
5. Removes, rebuilds, installs and tests power take-offs.

OTHER RESPONSIBILITIES:

1. Performs other associated duties as assigned.

MINIMUM QUALIFICATIONS:

Knowledge of:

- Automotive mechanics as pertains to vehicle maintenance and repair work.
- Tools and materials used in the Garage.
- District and department policies and procedures.
- Oil spills and proper clean up procedures.
- Proper use of tools and equipment.
- Various forms, reports and time slips, and how to complete them.

Ability to:

- Learn the automotive trade.
- Complete the Transportation Department Apprenticeship Training Program.
- Meet departmental deadlines.
- Meet and work with persons outside the employment of the District.
- Communicate well.
- Identify, analyze and resolve problems.
- Adjust to varying workload demands.
- Receive and carry out assignments.
- Interpret and apply relevant District policies, procedures and agreements.

MINIMUM QUALIFICATIONS: (continued)

Education/Experience:

- Two years as a District Garage Helper or equivalent.

License or Certification:

- Valid Washington State Combination Driver's License.
- CPR training and a First Aid card.

WORKING CONDITIONS:

- Work is performed in both indoor and outdoor environments in varying weather conditions.
- Employees risk physical hazard from working on and around heavy and light duty vehicles and equipment. Some exposure to chemicals for cleaning and painting parts.
- Some exposure to fumes from welding and grinding on metal.
- Must be able to lift and carry heavy tools, equipment and vehicle parts in excess of 120 lbs. on a daily basis. Must be able to work on varying shifts and long hours as storm and emergency conditions dictate.
- Subject to 24 hour call-out emergency conditions.