

## CLASSIFICATION/POSITION DESCRIPTION

Title: Mechanic II Supervisor Title: Chief Mechanic

Department: Services

Civil Service Status: \_\_\_ Classified \_\_\_ Unclassified FLSA Status \_\_\_ Exempt \_\_\_ Non-Exempt

General Purpose of Position in this Classification:

Performs maintenance and mechanical repair work on all City vehicles(Public Works and Parks, Police, Fire/EMS) and equipment.

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Essential Function:	Reason*
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Performs maintenance and mechanical repair work on all city vehicles: tune engines; rebuild engines; replace brake shoes and pads; replace exhaust systems; replace signal and head lights; checks and replace fluids; general wiring work; etc.	(1)
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Performs maintenance and repair work on various City equipment: tunes up lawnmowers; rebuilds small engines; repairs hand held power tools; etc.	(1)
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Performs body work and painting on City vehicles and equipment with professional results.	(1)
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Performs other related maintenance functions: affixes snow plows to city trucks; welds supports for specialty equipment; assists in clean-up of City garage.	(1)
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May be assigned to work in other City departments as needed.	(2)
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Follows established safety practices and procedures.	(1)
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Attends seminars and professional programs to stay abreast of the latest technology in auto maintenance and repair.	(2)
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\*Reasons for inclusion as essential functions are (1) it is purpose for which job exists; (2) limited number of workers to distribute work to;(3) specialized function for which employee specifically hired.

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## Other Duties:

Other related duties as assigned.

## Minimum Requirements for Entry to Position:

Basic knowledge of auto mechanics (both gasoline and diesel), automotive maintenance (including body work and painting), Five(5) years heavy duty equipment maintenance equipment including work on: Dump Trucks, Fire Trucks, Snow Equipment, Backhoes etc. Small equipment repair, hydraulics, and safety practices. Demonstrable ability to operate automobiles, operate hand-held power tools. Knowledge and abilities may be demonstrated through a combination of experience and training.

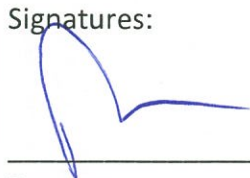
Minimum CDL Class B License. (Must be attained within 6 months of appointment)

Note: By ordinance of City of Reading, employee is required to furnish various tools necessary to perform functions of mechanic.

## Physical Requirements Not Obvious from Essential Functions:

Pay Grade Assignment: \_\_\_\_\_

Signatures:



Preparer

12/6/18

Date



Reviewer

12/6/18

Date