

EQUIPMENT MECHANIC FLEET LEAD WORKER**Definition:**

Under general supervision, performs a variety of technical, skilled and general duties involved in the maintenance and repair of automobiles, motorcycles, trucks, tractors, motor sweepers and a variety of other power--driven equipment; leads an assigned shift crew involved in the maintenance and repair of heavy and light power--driven equipment; and performs related work as required.

Essential Duties and Responsibilities:

~~The essential duties and responsibilities of the class include the following:~~

The following responsibilities and essential duties are performed on a frequent and recurring basis by an incumbent. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Inspect, diagnose and repair electric vehicle systems, including batteries, electric motors, controllers and charging systems.

Identify and resolve issues related to charging, regenerative braking and power electronics.

Inspect and service high-voltage battery packs, cooling systems and connectors.

Directs and participates in the maintenance and repair of heavy and light power--driven equipment.

Leads members of a shift/crew involved in the maintenance and repair of heavy and light power--driven equipment.

Trains and schedules assigned employees and reviews ~~time card~~timecards.

Inspects/operates motorized equipment and determines necessary repairs.

Oversees and updates the preventative maintenance schedule and ensures that all preventative maintenance work is performed.

Physically inspects work performed for proper repair methods, procedures and parts.

Develops, evaluates, and modifies work standards and procedures for power driven equipment testing and repair.

Overhauls, repairs and adjusts engines, transmissions, clutches, differentials, carburetors, generators, distributors and fuel pumps.

Fits and adjusts bearings, fits pistons and rings, installs axles and relines/adjusts brakes.

Installs and reconditions electrical systems, adjusts spark plugs, tests and repairs starters and magnetos and recharges batteries.

Straightens and aligns frames, axles and wheels and performs minor body repair work.

—Initiates and processes daily work orders, establishes routine CHP B.I.T inspections where applicable, performs annual opacity testing and smog testing, and submits annual diesel off-road online reporting (DOORS) in compliance with Advanced Clean Trucks regulations

Responds to inquiries from user departments.

—Operates a variety of hand and power tools.

—Cleans and maintains tools and equipment.

—Lifts and/or moves heavy objects.

—Operates a personal computer, and uses applicable software to enter and maintain data and produce a variety of reports.

—Records data, maintains records and completes reports.

—Drives a variety of City vehicles for testing/inspection purposes.

Assists with and recommends the ordering of parts, materials and equipment and may meet with vendors.

Assists~~May assists~~ with ~~the~~employee performance evaluations ~~of assigned staff.~~

Other Duties and Responsibilities:

Performs other projects/tasks as assigned.

Class Characteristics:

The ~~Equipment Mechanic~~Fleet Lead Worker is a ~~multi-incumbent class~~classification within the ~~Maintenance Services~~Public Works Department. An incumbent performs a variety of technical and skilled tasks, leads a crew and exercises a substantial degree of responsibility and independent judgment. The ~~Equipment Mechanic~~Fleet Lead Worker performs duties assigned with a minimum of direction/supervision and is expected to solve work related problems independently.

Contacts and Relationships:

~~The Equipment Mechanic Lead Worker has contact with City user departments, a variety of City employees and vendors and establishes and maintains contact with other Maintenance Services Department staff.~~

Bargaining Group: FMEF

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Qualification Guidelines:

The following generally describes the knowledge and ~~abilities which are~~ability required to enter the job and/or be learned within a reasonable period of time in order to successfully perform the assigned duties ~~and responsibilities of this class are as follows:~~

Knowledge of:

Automotive principles of gasoline, diesel and alternative-fuel powered engines, electrical systems, power train and emissions control systems and braking and suspension systems.

Methods, materials, tools and techniques used in the overhaul, maintenance and repair of a wide variety of equipment and vehicles.

Safety precautions and practices necessary when working with hand and power equipment applicable to the area assigned.

Tools, equipment and procedures used in the overhaul, repair and adjustment of motor equipment.

Repair and adjustment of fuel, ignition, electrical and cooling systems.

Basic crew leadership/directional techniques.

—— Government regulations and safety standards for high-voltage EV systems.

Basic math.

Care and operation of internal combustion engines and chassis and of applicable parts.

Ability to:

Train and direct a crew performing maintenance and repair of repair of power-driven equipment.

—— Plan, organize and oversee a preventative maintenance program.

—— Perform mechanical repairs, operate job related equipment and lift and carry heavy objects safely.

—— Demonstrate safe work procedures and equipment operation.

—— Understand and follow oral and written directions independently.

—— Adhere to multiple deadlines and handle multiple projects.

Handle job stress and maintain composure.

Communicate effectively orally and in writing.

—— Read and write at the level required for successful job performance.

—Learn to ~~use aoperate~~ modern office equipment including computer equipment and ~~applicablespecialized~~ software- application programs.

—Perform mathematical calculations with speed and accuracy.

—Establish ~~and~~, maintain and foster positive and effective working relationships with those contacted in the course of work.

—Exercise independent judgment.

—Write basic reports, record data and transfer data from one form to another.

Order parts, supplies and materials.

~~A typical way to obtain the knowledge and abilities is as follows:~~

Education:

~~Graduation from high school supplemented by training or course work in mechanical/automotive repair.~~

AND

Experience:

Education, Training and Experience:

Any combination of education, training and experience, which provides the required knowledge, skills and abilities is considered qualifying. A typical way to obtain the required qualifications is:

- Two years of vocational training in engine and/or automobile maintenance to include power train/differential repair.
- Some experience performing maintenance and repairs on EV and alternative fuel vehicles.
- Four years of ~~responsible~~ experience in ~~automotive~~the mechanical repair ~~to include some experience with heavy and light non-of~~ automotive and power--driven equipment--, to include experience in mid-range diesel engine repair, engine and chassis overhaul and electronic system repair.
- Some experience directing or leading the work of others

Special Requirements:

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Valid and appropriate California Driver's license and acceptable driving record at time of appointment and throughout employment in this position. Employees in this classification will be enrolled in the Department of Motor Vehicles Government Pull Notice Program.

Possession of or the ability to acquire a specialized motor vehicle operator's license within six months of employment in this position. Employees required to obtain and maintain a commercial California Driver's License will be subject to the Department of Transportation (DOT) and Federal Motor Carrier Safety Administration (FMCSA) regulations and subject to random drug and alcohol testing.

Possession of or ability to obtain a Smog Inspector License as issued by the California Bureau of Automotive Repair within 6 months of employment in this position

Shift work is required; incumbents are subject to overtime.

Physical Tasks and Working Conditions Include the Following:

Work is performed indoors and in an open automotive shop environment. When work is performed in the open automotive shop, incumbents may be exposed to the elements, the noise of machinery and vehicles, fumes, exhaust emissions, grease, engine oils, solvents, chemicals, dust, electrical hazards, mechanical hazards, vehicle hazards/traffic and vibration. Incumbents stand and walk on level and slippery/uneven surfaces, twist, bend, push, pull, crouch, climb stairs, reach, bend and crawl, grasp, drag, lift and carry items weighing 50 pounds or less. Incumbents may work above shoulder level with power and/or hand tools weighing 15 pounds or less. ~~Equipment Mechanic~~Fleet Lead Workers drive a vehicle on City business, assist in the testing of and are exposed to a wide variety of automotive equipment, hand and power tools, farm and construction equipment and related mechanisms. Indoor office work requires sitting at a desk or table for periods of time and the use of a computer and screen. An incumbent must be able to meet the physical requirements of the class and have mobility, vision, hearing, sense of smell and dexterity levels appropriate to the duties to be performed.

Special Requirements:

~~Valid and appropriate California Driver's license and acceptable driving record at time of appointment and throughout employment in this position.~~

~~Possession of or the ability to acquire a specialized motor vehicle operator's license within six months of employment in this position.~~

~~Shift work is required and incumbents are subject to overtime.~~

Fair Labor Standards Act Designation: Non-exempt.

Revised May 2025 including title change from Equipment Mechanic Lead Worker

Revised December 2000

Established December 1977

~~Equipment Mechanic~~Fleet Lead Worker

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