

LEAD MECHANIC

DEFINITION

Under general direction performs a variety of work including service, inspect, diagnose, and repair both gasoline and diesel powered automotive, bus, truck, tractor, and other power-driven equipment; to perform a variety of overhaul and major repair work; provides lead direction and training; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

This is the Master and lead working level class in the Equipment Mechanic series. The incumbents in this class perform the full range of tasks in their area of specialization, but also assist in other areas. Incumbents provide lead direction and training to subordinate mechanic staff and assist the Fleet Services Supervisor with project scheduling, task assignments, employee evaluations, ordering materials and supplies as assigned.

REPORTS TO

Fleet Services Supervisor.

CLASSIFICATIONS DIRECTLY SUPERVISED

Provides lead direction, training and work coordination for Mechanic I, II, and III.

EXAMPLES OF DUTIES

Duties may include but are not limited to the following:

Receives assignments and plans and lays out work; schedules, assigns and supervises specific duties to county mechanic workers; leads and participates in the work of the crews engaged in the general maintenance of vehicles and equipment. Performs the full scope of maintenance and repair work within the area of specialization; assists with repairs outside the area of specialization; estimates the costs of automotive and equipment repairs; requisitions automotive and diesel-powered equipment parts; inspects shop work for proper completion; keeps records of repairs and maintenance work; prepares reports; requests supplies and materials needed; implements shop safety practices and procedures; discuss work progress with supervisor; attends meetings; provides lead direction and training.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand, walk, stoop, kneel, and crouch; physical ability to lift and carry objects weighing up to 50 pounds unassisted and greater than 50 pounds with assistance; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of equipment including hand and power tools, electrical testing equipment, computers and telephones.

TYPICAL WORKING CONDITIONS

Work is performed indoors and outdoors in varying temperature, severe weather, and humidity condition; work is performed in environment with constant noise; exposure to fumes, grease and oils; exposure to moving equipment; exposure to electrical current; exposure to controlled and hazardous substances, and chemicals; frequent contact with staff and the public. Incumbents are subject to working after hours, evenings, weekends, holidays, and call-outs.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Methods, materials, tools, and equipment used in the testing, adjustment, repair, and overhaul of gas and diesel-powered equipment.
- Theory and operation of gasoline and diesel engines.
- Safe work practices.
- Principles and methods used in a program of preventive maintenance.
- Principles and methods of gas and electrical welding.
- Tools, methods, materials and equipment used in automotive and body repair work.
- Principles of supervision, work direction and training.

Ability and willingness to:

- Inspect and accurately diagnose mechanical defects.
- Skillfully use a variety of hand and power tools in the repair of automotive and heavy equipment.
- Learn hydraulic valves and controls, hydraulic and air brake systems and electronic ignition systems.
- Perform heavy physical labor.
- Maintain accurate records.
- Estimate time and materials for repair jobs.
- Operate a variety of automotive and heavy equipment.
- Read shop and repair manuals.
- Ability to use scan tools and analyze associated data.
- Establish and maintain cooperative working relationships.
- Use computers.

Training and Experience: Any combination of training and experience which would provide the required knowledge and abilities is qualifying. A typical way to obtain the

required knowledge and abilities might be:

Five (5) years of increasingly responsible experience as an Equipment Mechanic III. ASE Master Technician Certification in the Automotive and/or Medium-Heavy Truck Series or equivalent is highly desirable in conjunction with an advanced working knowledge of Heavy Equipment repair and maintenance.

Special Requirements:

- Possession of a driver's license valid in California.
- Possession of various certifications towards the Master Mechanic certification or equivalent.
- Possession of a Class B driver's license valid in California.

This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Not all duties are necessarily performed by each incumbent. Additionally, incumbents will be required to follow instructions and to perform other job related duties as may be required.

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Salary Range 66