



BRIGHAM CITY CORPORATION

Job Description

Title:	Apprentice or Journey Automotive Mechanic	Code:	533, 534
Division:	Fleet Management	Effective Date:	7/99
Department:	Public Works	Last Revised:	8/18
	GRADE	HIRING RANGE (depending on qualifications)	
	Apprentice Mechanic 37	\$13.34 - \$14.63 per hour	
	Journey Mechanic 52	\$19.32 - \$21.02 per hour	
Opened: November 1, 2018		FLSA Status: Non-exempt Closes: Once filled	

GENERAL PURPOSE

APPRENTICE

Performs a variety of **apprentice level skilled tasks** related to the maintenance, service, repair, and rebuilding of light or heavy duty mechanized vehicles, engines and equipment.

JOURNEY LEVEL

Performs a variety of **journey level skilled tasks** related to the maintenance, service, repair, and rebuilding of light or heavy duty mechanized vehicles, engines and equipment.

SUPERVISION RECEIVED

Works under the general guidance and direction of the Shop Supervisor.

SUPERVISION EXERCISED

None.

ESSENTIAL FUNCTIONS

Performs automotive and mechanical trouble shooting and analysis of malfunctions using various technical and computerized testing and calibration equipment (diagnostic computers, scanners, scopes, battery checker, pneumatic equipment, drill press, etc.) as needed to assure safe and efficient operation of city motor vehicles.

Inspects malfunctioning vehicles and equipment, determines source of problem and makes necessary repairs and adjustments to trucks, automobiles, and various light and heavy equipment such as tractor, graders, loaders, backhoes, police cars, dump and rodder truck, street sweeper, sanders, pumps, rollers, and lawn mowing equipment, etc.

Performs preventive maintenance and makes repairs to vehicles; maintains internal combustion engines (gas and diesel), carburetors, transmissions, differentials, air and hydraulic systems (turbo systems), electrical, computerized control systems, fuel systems, cooling systems, suspensions, brakes, tires, exhaust, etc.; performs emergency field repairs and service.

Installs, maintains and repairs electrical systems, components, parts, accessories and equipment; assures proper function of vehicle radios and communication equipment.

Fabricates tools and equipment parts which are not readily available; performs extensive metal fabrication (gun racks, cages, shields, steps, brackets, push bumpers, etc.), welding and hardfacing using electric and

acetylene equipment.

Performs general vehicle inspection and certification; checks and maintains service schedules consistent with manufacturer specifications.

Orders replacement parts, fuels and lubricates equipment; changes and repairs tires; completes vehicle maintenance records.

Services and replaces equipment parts such as radiators, generators, distributors, brakes and clutches as required; assists in the minor repair of damaged body parts.

Inspects city vehicles for conformance with state regulations and issues state inspection sticker under the guidance of the supervisor as appropriate.

Performs related duties as required.

1. Knowledge, Skills, and Abilities:

APPRENTICE

Some knowledge of the design, adjustment, operation, maintenance, and repair of diversified mechanical and electrical equipment including light, medium, and heavy gasoline and diesel engines; materials and tools used in equipment maintenance; the safety practices required by state and other laws; installation and repair of automotive air conditioning systems; welding methods and procedures; servicing and repair of air brakes and air systems; auto electrical systems and equipment; gas and arc welding.

Apprentice skills in the use of mechanical tools, materials, welding, and testing equipment.

Ability to read and interpret maintenance manuals, parts books, and mechanical drawings; diagnose complex and non-routine mechanical and electrical defects and determine parts and adjustments necessary to repair equipment; communicate effectively, verbally, and in writing; establish and maintain effective working relationships with employees of the department.

JOURNEY LEVEL

Working knowledge of the design, adjustment, operation, maintenance, and repair of diversified mechanical and electrical equipment including light, medium, and heavy gasoline and diesel engines; materials and tools used in equipment maintenance; the safety practices required by state and other laws; EPA regulations; installation and repair of automotive air conditioning systems; welding methods and procedures; servicing and repair of air brakes and air systems; auto electrical systems and equipment; gas and arc welding.

Journey skills in the use of mechanical tools, materials, welding, and testing equipment.

Ability to read and interpret maintenance manuals, parts books, and mechanical drawings; diagnose complex and non-routine mechanical and electrical defects and determine parts and adjustments necessary to repair equipment; communicate effectively, verbally, and in writing; establish and maintain effective working relationships with employees of the department.

2. Special Qualifications:

Must possess a valid state of Utah driver license.

Must acquire a state of Utah Class A commercial driver license (CDL) with tanker endorsements.

May be required to be a certified mechanic in all areas of light and heavy equipment.

Must be certified to perform state of Utah safety inspections within 6 months of hire.

Must have and maintain personal tool inventory. Tool allowance provided for maintenance and replacement of tools.

3. Work Environment:

Tasks require a variety of physical activities, generally involving muscular strain, such as walking, standing, stooping, sitting, reaching and lifting (90 lbs.). Talking, hearing and seeing essential to performing required job functions. Common eye, hand, finger dexterity exist. Mental application utilizes memory for details, verbal instructions, emotional stability and discriminating thinking.

EMPLOYMENT APPLICATION PROCEDURES:

Register online with Utah Department of Workforce Services and submit a Brigham City Corporation application for employment regarding Job Order# **1875014** and submit application to DWS, 138 W 990 S, Brigham City, UT 84302 or fax to 435-695-2660, Attn: Eden Johnson or by email to edenjohnson@uah.gov. Registration and application available at website <https://jobs.utah.gov> for all qualified applicants.

NOTE: All Brigham City employees must successfully complete a pre-employment drug test and criminal history check following a conditional offer of employment.

Employees required to drive a motor vehicle as an essential job duty will be required to successfully complete a motor vehicle record (MVR) check following a conditional offer of employment.

BRIGHAM CITY CORPORATION IS AN EQUAL OPPORTUNITY EMPLOYER