



CITY OF HAWTHORNE
HUMAN RESOURCES DEPARTMENT
EQUIPMENT MECHANIC I
CLASSIFICATION SPECIFICATION

JOB SUMMARY

Under supervision, performs periodic service maintenance on all rolling stock owned and operated by the City to ensure that said equipment is safe to operate upon the City streets and State highways; does other related work as required.

SUPERVISION RECEIVED AND EXERCISED

Incumbent in this one-position classification reports to the Equipment Maintenance Supervisor or Equipment Maintenance Foreman.

EXAMPLES OF ESSENTIAL DUTIES AND RESPONSIBILITIES

Lubricates, gases, oils, inspects, or repairs tires, fan belts, fuel lines, lubricating systems, windshield wipers, lighting and electrical systems, braking, cooling and other automotive systems. Ensures that all automotive, cycle, on-motorized equipment drive trains are in safe operating condition; cleans and washes equipment, by using steam cleaning and other equipment; keeps lubrication and other records on all equipment to ensure that all equipment receives periodic maintenance; reports any defect in equipment to the appropriate source for repair or adjustment; may assist mechanic in making minor and major repairs when needed.

QUALIFICATIONS GUIDE

Training and Experience

Graduation from high school and six (6) months experience in servicing automotive equipment.

Knowledge and Abilities

Knowledge of automotive equipment lubricating systems, chassis and body parts; ability to repair and replace tires and wheels, knowledge of automotive oils, greases, and other lubricants, their use and storage; ability to operate a variety of automotive equipment; ability to follow oral and written directions; ability to maintain simple records.

License

A valid California Motor Vehicle Operator's License.