

JOB DESCRIPTION
Heavy Fleet Technician I (Flex)
Heavy Fleet Technician II
Code Number: 42004, 42005

GENERAL PURPOSE

Under general supervision, diagnoses, maintains repairs and overhauls a wide variety of heavy duty diesel, gasoline and natural gas-powered heavy trucks, construction equipment and automobiles over 15,000 pounds; operates a variety of hand, power and shop tools; may perform light duty work as assigned; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

Heavy Fleet Technician I is the skilled, entry-level class in the series. Initially under immediate supervision, incumbents learn and perform a variety of skilled duties in the maintenance and repair of a wide variety of motorized vehicles and equipment. Incumbents typically are assigned to work on medium and heavy-duty equipment and vehicles; however may be assigned to work on light duty equipment and vehicles. As experience is gained, duties become more diversified and are performed under more general supervision. This class is alternately staffed with Heavy Fleet Technician II, and incumbents may advance to the higher level after gaining experience and demonstrating proficiency which meet the qualifications for the higher level.

Heavy Fleet Technician II is the skilled, journey-level class in this series. Under general supervision, incumbents perform the full range of assigned duties. This class differs from Heavy Fleet Technician I in the skill level required, the complexity of assigned projects based on knowledge of the District's equipment, standards and procedures. Incumbents typically are assigned to work on medium and heavy-duty equipment and vehicles; however may be assigned to work on light duty equipment and vehicles, portable pumps, and other internal combustion powered equipment.

Heavy Fleet Technician II is further distinguished from Senior Heavy Fleet Technician in that the latter serves as either a lead or advanced-journey level in the series.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the class.

Diagnoses and performs major repairs and overhauls to heavy gasoline and diesel engines, involving inspection and replacement of broken or worn parts such as pistons, piston rings, valves, bearings, fittings, wrist pins, gaskets, etc.; inspects, troubleshoots, diagnoses, repairs, cleans, adjusts and installs fuel, ignition, electrical and cooling systems involving repair and replacement of such parts as carburetors, fuel injectors, fuel pumps, relays, controls and injector pumps, spark plugs, starter motors, distributors, generators, computer controls for engines, transmissions, brakes, and other systems, voltage regulators, wiring switches, batteries, radiators, thermostats, high pressure water pumps, etc.

Diagnoses, repairs and adjusts steering mechanisms and other controls.

Performs wheel alignments, either thrust angle compensated or four wheel alignment.

Machines brake rotors and drums, using a brake lathe.

Inspects, services and repairs air and hydraulic vehicle braking systems.

Repairs and rebuilds high pressure water pumps on the Vacon and Vactor sewer cleaning trucks and other specialized pumps.

Repairs and rebuilds pumps, hoses and controls at the car washing facility.

Installs catalysts and particulates emission filter, and operates the communication software.

Repairs electrical pumps and controls up to 220 volts.

Assists other departments with respect to repairing, maintaining and rebuilding stationary air compressor and vacuum pumps, auto shops and fuel islands.

Repairs vehicle body and chassis parts, using hand and power tools, electric arc, MIG, and oxyacetylene welding equipment.

Diagnoses and overhauls differential assemblies on automobiles, trucks, and other equipment.

Repairs and replaces clutches on trucks, tractors, and other equipment.

Road tests vehicles; drives truck or equipment as required; inspects vehicles in the shop and field.

Diagnoses and repairs heating systems; replaces heater cores and control systems.

Diagnoses, services, and repairs vehicle air conditioning systems; repairs R-12 and R-134A systems; retrofits R-12 systems to 134A.

Diagnoses and repairs engine, transmission and anti-locking brake system electronic computer using scan tool and scope.

Smog checks and certifies vehicles; repairs missing, modified, or non-functional emission control equipment.

Diagnoses and repairs all aspects of equipment and vehicles in the field, including emergencies and after-hours.

Performs diesel engine opacity testing for air resource board.

Performs 90 day truck inspections, required by law; ensures inspected vehicles comply with federal safety standards and requirements.

Performs preventive maintenance work on construction equipment, heavy trucks, back-hoes, automobiles and other equipment.

Diagnoses and repairs transmissions and transaxles.

Reads and interprets manuals, drawings and specifications.

Repairs roll up doors for the shops.

Works on a personal computer to use Mitchel on Demand.

Estimates labor, material and equipment required to complete assignments.

Diagnoses, repairs and maintains vehicle and equipment air brakes, hydraulic systems and associated power take-off equipment.

Diagnoses and repairs all aspects of hydraulic systems including pumps, motors, rams, controls, etc.

Modifies and fabricates new parts for truck bodies and similar equipment.

Installs and repairs vehicle mounted equipment such as electric cranes, hoists, hydraulic lift equipment, welders, and compressors.

Performs welding work on vehicles, equipment and tools; fabricates metal parts for vehicles, equipment, tools, tanks, plates, grates, etc.; straightens and repairs bent vehicles, equipment and tools; fabricates and installs bumpers, tow bars, ladder racks, tool boxes, pipe railings, etc.

Rewires trailers and equipment as required; locates and repairs short circuits; repairs and replaces electric dash gauges.

Reads and interprets blueprints, sketches and rough drawings.

Ensures proper safety precautions are observed.

May be required to work on a personal computer.

Performs preventive maintenance and service work, including tune-ups, checking and replenishing fluid levels, and replacing hoses, belts, batteries, wiper blades, bulbs and lamps.

May direct and instruct other employees in the work.

Makes oral and written reports of work performed; completes forms and keeps accurate maintenance records.

DESIRED MINIMUM QUALIFICATIONS

Knowledge of:

Methods, techniques, parts, tools and materials used in the overhaul, maintenance and repair of diesel- and gasoline-powered vehicles, including automatic and manual transmissions, brakes, suspension and steering systems; operation and maintenance of a wide variety of hand, power and shop tools and equipment common to the field; safe work methods and safety regulations pertaining to work; use and operation of oxyacetylene and electric arc welding equipment and materials;

shop mathematics; practices and procedures of shop and field welding; welding properties of various metals and alloys; lubrication systems, including oils and greases used in servicing and maintaining vehicles and equipment; methods, techniques, tools and equipment used to align vehicles and equipment; federal, state and local laws and regulations pertaining to the handling and disposal of hazardous waste and clean air requirements.

Ability to:

Diagnose and repair a wide variety of diesel and gasoline-powered vehicles and related equipment; operate and maintain a wide variety of hand, power and shop tools and equipment used in the work; understand and follow oral and written instructions; estimate necessary materials and equipment to complete assignments; exercise independent judgment and initiative without close supervision; prepare basic records and reports; read and interpret manuals, specifications and drawings; use shop mathematics to make calculations; establish and maintain effective working relationships with those encountered in the course of the work; fabricate and repair a wide variety of metal parts, equipment and tools; operate a computer; follow and apply written and oral work instructions; communicate effectively, orally and in writing; make sound independent judgments within established guidelines.

Training and Experience:

A typical way of obtaining the knowledge, skills, and abilities outlined above is graduation from high school or G.E.D. equivalent and two years of journey-level experience in the maintenance and repair of heavy vehicles or construction equipment. Successful completion of appropriate trade school or technical course work in diesel or gasoline-powered mechanics may be substituted for up to one year of the required work experience.

A Heavy Fleet Technician I may be considered for advancement to Heavy Fleet Technician II after demonstrating proficiency to perform the full range of duties of the latter class.

Typically, a Heavy Fleet Technician I is expected to be capable of meeting the proficiency criteria within a 6–24 month period, depending on an individual's prior experience and progression in performing the full range of Heavy Fleet Technician II duties as described in the established performance criteria. An important element in the performance criteria for advancing from the I to the II level includes certification by the National Institute for Automotive Service Excellence (ASE); certification as a Master Heavy-Duty Truck Technician and/or Automotive Technician

is required for advancement, in addition to ASE certification in one or more of the following areas: heavy-duty truck repair; brakes; gasoline engines; drive trains; electrical systems; and suspension and steering.

Licenses; Certificates; Special Requirements:

A valid California driver's license, Class A, or the ability to obtain one within one year of date of hire, and the ability to maintain insurability under the District's Vehicle Insurance Policy. All District employees required to possess a valid Class A driver's license for the performance of their duties shall be subject to random drug and alcohol testing pursuant to District policy and federal law.

Achieve and maintain forklift operators permit; competence in crane operations, lock out/tag out procedures, respiratory protection, confined space entry, and HAZCOM areas. Some positions may require a California Emissions Inspector License and/or state lamp and brake licenses.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is frequently required to use hands to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms. The employee is occasionally required to climb or balance, stoop, kneel, crouch or crawl, walk, sit and talk or hear. The employee must frequently lift and/or move up to 50 pounds and occasionally over 100 pounds. Specific vision abilities required by this job include close vision, color vision and the ability to adjust focus.

Mental Demands

While performing the duties of this class, employees are regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve basic problems; use simple math and mathematical

reasoning; observe and interpret situations; learn and apply new information or new skills; work under deadlines with interruptions; and interact with District staff, other organizations and the public. The employee is occasionally required to deal with dissatisfied or quarrelsome individuals.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee works in outside weather conditions. The employee regularly works near moving mechanical parts, is exposed to wet and/or humid conditions and vibration, and works in precarious and confined spaces. The employee frequently works on slippery or uneven surfaces and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals and the risk of electrical shock. The noise level in the work environment is frequently loud. The employee is subject to work around raw sewage.

Employees are subject to weekend and/or rotating shifts and 24-hour call out.

FLSA DETERMINATION: Non-exempt.

FLEX REQUIREMENTS
Heavy Fleet Technician I (Flex)
Heavy Fleet Technician II

LENGTH OF TIME REQUIRED

A Heavy Fleet Technician I may advance or “flex” to the Heavy Fleet Technician II class after **6-24 months** of experience in the Heavy Fleet Technician I class.

PERFORMANCE RATING

The incumbents must receive an overall performance rating of “good” or better on their most recent annual performance evaluation in order to flex to the higher class.

COMMENTS

The Heavy Fleet Technician I must also demonstrate proficiency to perform the full range of duties as described in the Heavy Fleet Technician I/II job description. This includes demonstrating proficiency in independently diagnose a wide range of complex mechanical problems. One indication of proficiency is ASE certification in one or more of the following areas: heavy-duty or light-duty truck repair; brakes; gasoline engines; drive trains; electrical systems; and suspension and steering.

Some positions in this class may require a California Emissions Inspector License.