CLASS SPECIFICATION

EQUIPMENT SERVICE WORKER I

DEFINITION

Under supervision, performs servicing and lubrication tasks on automotive and diesel equipment; performs basic field repairs on equipment related to servicing and preventive maintenance functions; and performs related work as required.

EXPERIENCE AND TRAINING REQUIREMENTS

Six months of full-time paid experience in performing servicing, preventive maintenance, and vehicle and equipment inspection work on automotive or diesel equipment; OR an equivalent combination of education and experience.

LICENSE OR CERTIFICATE

A valid Class A Commercial Driver's License with an endorsement for hazardous materials must be obtained within six months of hire.

Employees with CDL's in this class are subject to drug and alcohol testing under the following conditions: reasonable cause, post-accident, random, return to duty and follow-up.

DISTINGUISHING CHARACTERISTICS

This is the first working level classification in the Equipment Service Worker class series. Incumbents perform a variety of routine servicing work on automotive and diesel equipment. This class is distinguished from Equipment Service Worker II in that Equipment Service Worker II incumbents perform minor mechanical repairs, such as inspecting and replacing shoe and disc brakes and completing 4-wheel drive hub servicing, etc.

SUPERVISION EXERCISED

N/A

EXAMPLES OF DUTIES (The following is used as a partial description and is not restrictive as to duties required.)

Perform servicing of gasoline and diesel powered vehicles and equipment including: lubrication, changing oil, changing air and oil filters, and checking and adding fluids, including windshield washer, transmission, cooling system, brakes, and differential.

Perform fueling and transporting of vehicles.

Inspect and change tires, rotate tires, and repair and balance tires.

Check lighting systems and replace bulbs when necessary.

Pick up and deliver parts and accessories.

Steam clean and wash vehicles and equipment.

Perform general housekeeping duties in the shop.
JOB RELATED AND ESSENTIAL QUALIFICATIONS

Full Performance (These may be acquired on the job and are needed to perform the work assigned.)

Knowledge of:
Work policies and procedures of the Department and work unit where assigned.

Ability to:
Perform a variety of servicing, lubrication, and preventative maintenance inspections on gasoline and diesel vehicles and equipment serviced by the Washoe County Maintenance Shop.

Entry Level (Applicants will be screened for possession of these through written, oral, performance, or other evaluation methods.)

Knowledge of:
General tools, equipment, and methods used in servicing, preventative maintenance, and vehicle and equipment inspection work.
Standard lubricants and oils used in vehicle and equipment servicing work.
Safe work practices.

Ability to:
Read and write.
Understand and follow specific oral instructions.
Maintain routine maintenance records.
Get along with fellow employees.
Perform assigned duties in a safe manner that does not expose the worker or others to unnecessary risk or injury.

SPECIAL REQUIREMENTS
Essential duties require the following physical skills and work environment.

Ability to stand and walk for extended periods. Ability to frequently stoop, bend, and kneel. Ability to lift and move objects weighing up to 75 lbs. Ability to perform sustained and vigorous activities in a variety of environments, temperatures, and weather conditions. Exposure to grease, oils, and lubricants.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards.

Approved __________ WERCCS Job Evaluation Committee ____________ Date ________________

March, 2001