



October 2017
FLSA: Non-Exempt
Safety Sensitive

EQUIPMENT TECHNICIAN I/II

Equipment I Hourly Rate: \$24.90 - \$33.37 with benefits

Equipment II Hourly Rate: \$27.49 – \$36.83 with benefits

Deadline: Open Until Filled

DEFINITION

Under immediate (Equipment Technician I) or general (Equipment Technician II) supervision, performs skilled maintenance repairs on El Dorado Transit vehicles; drives buses on road tests, identifies and corrects unsafe conditions; diagnoses, rebuilds and overhauls buses, vans, automobiles and other equipment operated by El Dorado Transit; performs installations and repairs of accessories, such as heaters, mirrors, wheelchair lifts, and safety devices; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives immediate (Equipment Technician I) or general (Equipment Technician II) supervision from management or supervisory staff. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

Equipment Technician I: This is the entry-level classification in the Equipment Technician series. Initially under close supervision, incumbents learn and perform routine maintenance and repair of a wide variety of motorized equipment. As experience is gained, assignments become more varied, complex, and difficult; close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Positions at this level usually perform most of the duties required of the positions at the II-level, but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise.

Equipment Technician II: This is the fully qualified journey-level classification in the Equipment Technician series responsible for performing the full range of motorized equipment maintenance and repair duties as assigned, working independently, and exercising judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

This class is distinguished from Maintenance and Facilities Supervisor in that the latter serves as the first level supervisor and assigns, directs and reviews the work of assigned staff, and performs the most difficult troubleshooting and repair work.

Positions in the Equipment Technician class series are flexibly staffed and positions at the II-level are normally filled by advancement from the I-level; progression to the Equipment Mechanic II level is dependent on (i) satisfactory work performance; (ii) the incumbent meeting the minimum qualifications for the classification; (iii) management affirmation that the position is performing the full range of duties assigned to the classification, and (iv) management approval for progression to the II level.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

Positions at the Equipment Mechanic I level may perform some of these duties in a learning capacity.

- Performs skilled maintenance and repair of transit vehicles such as buses, vans, and automobiles; diagnoses, repairs and overhauls gas, diesel and alternative fuel vehicle engines.
- Diagnoses and repairs air brakes and hydraulic systems, re-lines, re-brushes and re-builds cams, brake pots, valves and related braking system components.
- Performs major and minor repairs of front and rear suspension, bushing replacement of king pins, sway bars, strut rods, and trailing arms.
- Adjusts and replaces air bags leveling valves and alignments as needed.
- Repairs and replaces drive lines, U-joints and retarder components, overhauls rear ends, automatic transmissions, and related components.
- Diagnoses, repairs and maintains vehicle air brakes and hydraulic systems.
- Rebuilds and replaces wheelchair lift, hydraulic pumps, cylinder, control valves, motors and related components.
- Diagnoses, repairs power and manual steering systems; electrical systems, starters and alternators and related systems, components and parts.
- Diagnoses, repairs, cleans, adjusts and installs, fuel injection, ignition, electrical and cooling systems.
- Conducts safety checks and operational tests on transit vehicles and related equipment in accordance with Highway Patrol guidelines.
- Road tests transit vehicles; drives buses, vans and automobiles as required; inspects and repairs vehicles in shop and in field.
- Reads and interprets manuals, drawings and specifications; estimates labor, material and equipment and orders parts required to complete assignments.
- Makes oral and written reports of work performed; completes forms and keeps accurate maintenance records.
- Modifies and fabricates new parts for transit vehicle and equipment.
- Uses and maintains a full set of hand, power and shop tools and test equipment related to the work.
- Observes safe work methods and utilizes safety equipment related to the work; safely handles and disposes of hazardous waste materials.
- Performs related duties as assigned.

QUALIFICATIONS

Positions at the Equipment Mechanic I level may exercise some of these knowledge and abilities statements in a learning capacity.

Knowledge of:

- Methods, techniques, parts, tools, materials and equipment used in the overhaul, repair and maintenance of diesel and gasoline-powered transit vehicles and equipment.
- Operational characteristics of a diverse range of transit vehicles and equipment.
- A variety of diagnostic methods and techniques for troubleshooting equipment malfunctions.
- Operation and maintenance of a wide variety of hand, power and shop tools and equipment common to the field, including electric and gas welding equipment.
- Safe work methods and safety regulations pertaining to the work.
- Business mathematics.

- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and El Dorado Transit staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.

Ability to:

- Perform a diverse range of skilled maintenance tasks in support of a comprehensive vehicle maintenance program,
- Troubleshoot, diagnose and repair a wide variety of transit vehicles and equipment.
- Operate and maintain a variety of hand, power and shop tools and equipment used in the work.
- Estimate necessary materials and equipment to complete assignments.
- Exercise independent judgment and initiative without close supervision.
- Read and interpret manuals, specifications and drawings.
- Understand and following oral and written instructions.
- Maintain accurate logs, records, and basic written records of work performed.
- Make accurate arithmetic calculations.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish and maintain effective working relationships with those encountered in the course of the work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:

Equipment Technician I/II: Equivalent to completion of the twelfth (12th) grade supplemented by specialized training in vehicle and equipment maintenance.

Experience:

Equipment Technician I: Two (2) years of experience in the skilled maintenance and repair of vehicles such as buses, vans and automobiles.

Equipment Technician II: Four (4) years of increasingly responsible experience in the skilled maintenance and repair of vehicles such as buses, vans and automobiles, or two (2) years of experience at a level equivalent to El Dorado Transit's Equipment Technician I classification.

Licenses and Certifications:

Equipment Technician I:

- Possession of, and ability to maintain, a valid California Driver's License and a safe driving record throughout employment.
- Possession of, or ability to obtain, a California Class B Driver's License with passenger endorsement and no air brake restriction within ninety (90) days of appointment to the classification; and to maintain a safe driving record throughout employment.

- Ability to successfully become certified in air brakes.
- Ability to successfully obtain an EPA Class II Air Conditioning License.

Equipment Technician II:

- Possession of a California Class B Driver's License at time of appointment to the classification, and to maintain a safe driving record throughout employment.
- Possession of an Air brake certification to be maintained throughout employment.
- Possession of an EPA Class II Air Conditioning License to be maintained throughout employment.

PHYSICAL DEMANDS

Must possess mobility to work in and around a standard workshop setting, to operate a motor vehicle and drive on highways, county roads, and surface streets; strength, stamina, and mobility to perform medium to heavy physical work, to work around machines, to climb and descend ladders, and to operate varied hand and power tools, equipment, and machinery; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect vehicles and equipment. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 60 pounds, or heavier weights with the use of proper equipment. Reasonable accommodations will be made for individuals on a case-by-case basis.

ENVIRONMENTAL CONDITIONS

Work is primarily performed in a vehicle workshop environment, and occasionally in the field; incumbents are exposed to loud noise levels, vibration, chemicals, dust, paint fumes, mechanical and electrical hazards, grease, oils, solvents, machinery with extremely hot surfaces and moving parts, moving objects or other vehicles, as well as cold and hot temperatures, inclement weather conditions, and road hazards. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

Must be willing to work early in the morning, evening, weekend, holiday and split shifts as required. Must be willing to respond to emergency circumstances as required.

APPLICATION SELECTION PROCEDURES

It is the responsibility of the applicants to ensure delivery of the completed application to the El Dorado County Transit Authority office at 6565 Commerce Way, Diamond Springs, CA 95619 by the deadline. Postmarks are not acceptable. El Dorado County Transit Authority applications must be used. **A current Department of Motor Vehicles official K-4 printout of your driving record must be given to El Dorado Transit to complete your application, upon being called for an interview. It must run no more than 60 days prior to the date of your application being received by Human Resources.** Resumes may be attached but may not be substituted for any portion of the application. All complete applications will be reviewed and the most suitable, qualified applicants, based on the information provided on their application, will be invited to participate further in the examination process. Depending on the number of qualified candidates, the examination process may include application screening and/or oral interview.

EL DORADO COUNTY TRANSIT AUTHORITY IS AN EQUAL OPPORTUNITY EMPLOYER