

9703

MECHANIC 2

Nature of Work: Under general supervision performs full-performance level work in the maintenance, lubrication, repair and overhaul of light equipment, automobiles, trucks and other motor driven equipment. Performs related work as required.

Distinguishing Characteristics: The incumbent in this classification has at least two years of mechanic experience and performs at the full-performance level. This position is not assigned project and team leader responsibility.

Examples of Work

- Performs maintenance, repair and minor overhaul on gasoline powered equipment.
- Repairs hydraulic brake system, (i.e. rebuild wheel cylinders, install brake shoes, rebuild disc brake calipers, install disc brake pads, replace master cylinders, etc.).
- Repairs, replaces and balances tires.
- Replaces equipment components such as exhaust systems, cooling systems, universal joints, fuel filters, oil filters, transmission filters, spark plugs, etc.
- Repairs minor electrical defects (i.e. wire splices, add on lights, etc.).
- Replaces body parts such as locks, lights, windshield wipers, bumpers, adjusts doors, door glasses, and performs minor body adjustments.
- Repairs or replaces body parts damaged by collision/corrosion.
- Pulls damaged body parts and applies body filler.
- Primers, sands, seals, and paints automotive body components.
- Performs oil changes and chassis lubrication.
- Assists other mechanics in performing major repair work.
- Drives vehicle after repairs to test operation.

Knowledge, Skills and Abilities

- Knowledge of lubricating systems and oils, greases and attachments used to lubricate automotive and related equipment.
- Knowledge of body repair equipment and materials.
- Knowledge of equipment operation, utilization and repair methods and complex components of automotive equipment.
- Knowledge of occupational hazards and necessary standard safety precautions.
- Skill in the use of tools and equipment used in the repair of motor driven equipment.
- Ability to understand and carry out oral and written

instructions.
Ability to maintain simple records (i.e. time cards, repair work orders, etc.).
Ability to perform minor repairs and brake work.
Ability to perform heavy physical labor.

Minimum Qualifications

Training: No formal education required.

Experience: Two years of full-time or equivalent part-time paid experience in service/mechanical work on automobiles or motor driven equipment.

Substitution: Successful completion of an approved vocational school program in automotive mechanics of at least 1080 clock hours may be substituted for one year of the required experience.

Special Requirement: A valid West Virginia Motor Vehicle Operator's license is required.

Established: 8/19/93
Revised: 7/22/96
Effective: 7/22/96