



Salt Lake County Job Description

Apprentice Fleet Technician

DEPARTMENT: Administrative Services

JOB CODE: 529 **GRADE:** 011

SALARY PLAN: TRD

SAFETY SENSITIVE: No

DIVISION: Fleet Management/6800

FLSA STATUS: Non-Exempt

EFFECTIVE DATE: 05/16/2011

JOB SUMMARY

Performs repairs on a variety of vehicles and mechanical equipment under the direction of a skilled mechanic. Assists the skilled mechanic in performing tasks and gains skills through on-the-job training.

MINIMUM QUALIFICATIONS

One (1) year experience working in the automotive industry; OR an equivalent combination of related education and experience. High school credit may be counted for up to six (6) months of experience if two (2) years of automotive classes were completed, of which one (1) year must have been of advanced or vocational automotive classes.

A valid Driver's License issued by the State of Utah is required to operate a vehicle at the time of hire.

Possession of mechanic tools is preferred.

ESSENTIAL FUNCTIONS

The following duties and responsibilities are intended to be representative of the work performed by the incumbent(s) in this position and are not all-inclusive. The omission of specific duties and responsibilities will not preclude it from the position.

Applicants must be prepared to demonstrate the ability to perform the essential functions of the job with or without a reasonable accommodation.

- Services equipment with fuel, oil and other needs: checks fluid levels, cleans equipment and vehicles externally and internally, replaces bulbs and filters, etc.
- Repairs, cleans, adjusts and/or performs preventive maintenance on computers, vehicles, equipment, tools, or machinery, etc.
- Assembles and disassembles equipment and component parts. Performs body work.
- Works on special automotive parts or systems such as brakes, carburetors, generators, exhaust, and suspension.
- Mounts balances and repairs tires, including wheel alignments.

KNOWLEDGE, SKILLS AND ABILITIES (KSA)

Knowledge of:

- Safety precautions related to job specific duties and equipment

- Machines and tools, including their designs, uses, benefits, repair, and maintenance

Skills and Abilities to:

- Maintain and/or repair tools and equipment
- Run, maneuver, navigate, or drive vehicles or mechanized equipment

WORKING CONDITIONS AND PHYSICAL REQUIREMENTS

This position requires extensive physical labor (approximately 90% of the time) - lifting, pushing, pulling, and carrying objects over 50 pounds (occasionally up to 100 pounds with some assistance); regular kneeling, bending, crawling, standing, climbing ladders, and reaching up, over and down. The work involves exposure to grease, dirt, dust, fumes, chemicals, smoke, and/or loud noises, as well as periodic exposure to extreme weather conditions. Work is occasionally performed in confined spaces and elevated levels. Employees may be exposed to high volumes of traffic when performing road-call service work.

IMPORTANT INFORMATION REGARDING THIS POSITION

This position is subject to being called to work prior to or after the scheduled shift.

Revised Date/Consultant's Initials: 01/16/2017 MP