



YUMA COUNTY

RECRUITMENT ANNOUNCEMENT

Position: Senior Automotive Technician
Department: Sheriff's Office
Classification: Non-Exempt, Eligible for overtime compensation
Salary: \$23.45 - \$29.31 / hr. D.O.Q.
Grade: 10
Close Date: Open till Filled

THE COUNTY OF YUMA DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY

NATURE OF WORK: Under general supervision, performs skilled work of moderate difficulty in the repair maintenance, and rebuilding of automotive vehicles, light trucks and other related vehicles and equipment within the Sheriff's Office.

EXPERIENCE & EDUCATION: High School Diploma or GED equivalent; AND three (3) years of experience in the maintenance, repair and service of automotive equipment OR an equivalent combination of education, training, or experience.

ADDITIONAL REQUIREMENTS: May be required to successfully complete a background check, polygraph, and drug test prior to appointment; must possess and maintain a valid driver's license; must supply and maintain personal tool inventory, as required to perform job functions. The Sheriff's Office will provide specialty tools.

The above information is intended to describe the general nature of this position and **is not** to be considered a complete statement of duties, responsibilities and requirements.

****NOTE****

Reasonable accommodations will be made in order for an "otherwise qualified applicant" with a disability to participate in any stage of the recruitment process. Requests for accommodation must be made through the Yuma County Human Resources Department in advance of the event, or as soon as practical, so that necessary arrangements can be made (928) 373-1013 OR TDD (928) 373-1013.

Apply:
Yuma County Human Resources - 198 S. Main St., Yuma, AZ 85364
Phone: (928) 373-1013 Fax (928) 373-1153 Job Line (928) 373-6090
Website: www.yumacountyaz.gov
See Reverse Side For More Information

Senior Automotive Technician

EXAMPLES OF WORK: (*Illustrative Only*) Performs mechanical work on a wide variety of vehicles and equipment, gasoline and diesel engines, trucks, cars and related systems, to include computer systems, fuel injection systems, hydraulic systems, brake systems, electrical systems, suspension systems and power train systems; diagnoses, troubleshoots, and repairs malfunctions on automotive vehicles and related equipment, such as, emergency response equipment on patrol vehicles in accordance with service manuals; uses mechanical and electronic testing devices including volt meters, electronic systems analyzers, pressure and vacuum gauges to determine vehicle operational safety and cause of defective operation; adjusts, repairs, rebuilds or replaces worn, damaged or malfunctioning vehicle parts in order to ensure reliable, efficient and safe operation of vehicles; performs vehicle buildups by installing specialized law enforcement equipment (e.g., wiring harness, deck lights, speakers, wig-wag lights, brake lights, decals, radio, siren, strobe lights, etc.) in order to modify vehicles to meet department specifications; builds special components to accommodate the installation of necessary equipment in vehicles; performs regularly scheduled and various preventive maintenance functions on automotive vehicles to include, but not limited to changing oil and filters, lubricants, and checking the condition of belts, tires, and shocks to ensure reliable, efficient and safe operation of vehicles; disassembles units and inspects parts for wear or defects using precision measuring tools and equipment; road tests vehicles and operates equipment to assist in diagnosis and troubleshooting to confirm repair and vehicle safety; completes itemized work orders listing all necessary repairs and maintenance in order to estimate time and cost associated with repairs; maintains records of work performed on computer software system; cleans, maintains and services required equipment and tools used during performance work assignments; maintains and inspects parts and supplies inventory in order to ensure adequate stock to perform required vehicle repairs and to verify quality; coordinates and orders parts with the warehouse; transports vehicles to appropriate contract vendors for repair, as needed; moves, loads and unloads repair parts, equipment and disabled vehicles using a forklift or car trailer; receives, evaluates, and processes seized vehicles, which will be used within the Office or auctioned; maintains an orderly work area; performs routine shop maintenance; regular and reliable attendance is required; performs other duties as assigned.

KNOWLEDGE AND SKILLS:

Knowledge of: County policies and procedures; Sheriff's Office policies and procedures; methods, practices, materials, instruments, and tools used in automotive and equipment preventative maintenance practices; operating principles and mechanics of internal combustion engines, transmissions, front and rear end assemblies, power steering, braking, electrical and hydraulic system; installing and removing specialized law enforcement equipment; safety rules and practices, OSHA safety guidelines, First Aid, and CPR; safe handling, disposal and storage of all hazardous materials.

Skills in: Interpreting technical manuals and related diagrams; diagnosing, servicing, and repairing problems of equipment fleet; operation of various vehicles for transport; inspecting and testing vehicles before and after service to ensure proper repair; using diagnostic equipment; safely using and caring for various tools and equipment; performing a wide range of equipment repair; performing mechanical tasks; creating and maintaining service records and reports.

Ability to: diagnose, troubleshoot and repair mechanical and electrical problems; safely and effectively service, maintain and repair assigned vehicles and equipment in accordance with standard repair, maintenance, operation, and safety procedures; maintain accurate and up to date chronological records and documentation; interpret and apply established guidelines and procedures as provided in service manuals and related documentation; lift up to 50 pounds; walk, stand, bend, crawl, and stoop repeatedly or continually over time; operate a forklift to move parts and equipment around the work site; work independently with minimal supervision; establish and maintain effective working relationships with supervisors, employees, and the public; follow written and verbal instructions; communicate clearly, both verbally and in writing.

Work Environment/Physical Demands:

- Work is performed outside in repair and maintenance facilities.
- Exposure to noise, varying extreme temperatures, exhaust and chemical fumes, oil, grease, and hazardous materials.
- Stand, bend, and stoop for long periods of time.
- Lift, carry, push and/or pull objects weighing up to 50 pounds.
- Visual and muscular dexterity to operate: equipment, hand/power tools, computer, telephone and two-way radio.
- Operate a motor vehicle and travel to/from various locations.
- May be required to be on-call for emergencies.

EOE/AA/ADA/M/F/V/D
DRUG FREE WORKPLACE

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