

AUTOMOTIVE MECHANIC III

The City of Harrisburg is seeking qualified applicants to fill the position of Automotive Mechanic III in the Department of Public Works, Bureau of Vehicle Management. The Automotive Mechanic III repairs and maintains a variety of automobiles, trucks, diesel equipment, and other fleet equipment and performs related work as required. Employees in this class performs the more difficult automotive repairs and inspection work. Although the repair jobs they perform are frequently laid out for them in general terms and inspected on completion, one must be competent to carry on the intermediate phases of the work without assistance. Work is performed under the general guidance of an Automotive Mechanic IV and the Bureau Director.

Qualifications include a high school diploma, or equivalent; significant experience in servicing and maintaining automotive equipment; valid Pennsylvania Driver's License, Class B; State Inspection License, Class VII; and State Emissions Inspector License. Also, the individual in this position must be able to provide tools as specified by the Bureau Director/Fleet Manager.

We offer a competitive salary package (\$37,485.95 which increases to \$44,101.12 after six months) plus excellent fringe benefits.

The City intends to fill this position as soon as possible. It will remain open until filled. If interested, please submit a cover letter, your resume, three employment references and salary history, without delay, to:

City of Harrisburg, Bureau of Human Resources
The Rev. Dr. Martin Luther King, Jr. City Government Center
10 N. 2nd Street, Harrisburg, PA 17101
Phone: (717) 255-6475
Email: HR@harrisburgpa.gov (**electronic submission preferred**)

The City of Harrisburg is an Equal Opportunity Employer.
Eric Papenfuse, Mayor
www.harrisburgpa.gov

Job Title

Automotive Mechanic III - Department of Public Works - Bureau of Vehicle Management

Definition

Repairs and maintains a variety of automobiles, trucks, diesel equipment, and other fleet equipment; does related work as required. Employee in this class performs the more difficult automotive repairs and inspection work. Although the repair jobs they perform are frequently laid out for them in general terms and inspected on completion, one must be competent to carry on the intermediate phases of the work without assistance. Work is performed under the general guidance of an Automotive Mechanic IV and the Bureau Director.

Equipment/Job Location

Work is performed at the Vehicle Maintenance Center and other locations throughout the City. The equipment utilized is, but is not limited to; hydraulic lifts, presses, welders, engine analyzers, electronic tire balancers, charging system testers, cutting torches, grinders, air tools/equipment, vehicle lifts, drills, pullers, come-a-longs, sand blasters, ladders (up to 20 ft.), jacks, battery chargers, air conditioning equipment, drill presses, cranes, tire changing equipment and other hand tools. Material Handling Equipment, Emission Testing Equipment, and Personal Protective Equipment. Hazardous chemicals such as paint, paint thinner, turpentine, paint stripper, parts cleaner, starting fluid, grease cleaner, silicone, fuel, and other related products are used on a daily basis. Position requires extensive walking, uncomfortable position, and strenuous physical activity for prolonged periods. Employee is subject to noise, vibration, fumes, odors, dust and adverse climatic conditions.

Duties are typically performed weekdays from 7:30 A.M. to 4:00 P.M.; however, employee may be required to work nights, weekends and holidays.

Essential Functions

Work involves but is not limited to the following: performs state safety and emissions inspections on City equipment. Repairs and/or overhauls components and assemblies for automobiles and other light and heavy equipment weighing up to 70 lbs. unassisted, assisted when in excess of 70 lbs. Inspects, adjusts and replaces necessary assemblies and related parts. Loosens and tightens mechanical components in accordance with equipment's manufacturers service requirements and specifications. Repairs hydraulic and water pump systems. Performs welding as required. Repairs small equipment such as lawn mowers, air compressors, and sump pumps. Performs diagnostic checks on batteries and charging systems. Repairs, replaces and balances tires of all sizes. Replaces lights and fuses, aims headlights, repairs brake and exhaust systems, and repairs suspensions. Performs emergency road service, field repairs, and pumps fuel. Road tests a variety of automotive and Off-Highway equipment. Remains alert and reacts appropriately to audio alarms on vehicular equipment. Maintains regular, punctual and predictable attendance. Cleans and cares for tools, equipment and shop area. Reports to work and remains at work in a productive condition which includes not being under the influence or impaired by the use of alcohol and/or drugs. Establishes and maintains an effective working relationship with supervisors, co-workers and the general public. Completes all assignments in an efficient, consistent and timely manner.

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Non-Essential Functions

Performs other reasonably related duties in equal or lower classifications as assigned by supervisory personnel. Performs work as directed by supervisors in accordance with Article XXX, Job Classifications, Section 1 provision of the Basic Labor Agreement.

Required Knowledge and Abilities

- Thorough knowledge of principles and practices of general automotive maintenance.
- Good knowledge of the mechanical parts of automotive equipment.
- Good knowledge of the types, grades and uses of standard automotive lubricants.
- Good knowledge of welding techniques and welding automotive equipment.
- Skill in the lubrication of automotive equipment and changing tires.
- Ability to understand and follow instructions.
- Ability to operate various types of vehicles and equipment.
- Ability to adapt available tools and repair parts to specific repair problems.
- Skill in diagnosing and correcting defects in automotive equipment.
- Good Mechanical aptitude.
- Ability to perform manual work involving physical dexterity under adverse work and climatic conditions.
- Ability to react quickly and appropriately to alarms and hazardous situations.

Qualifications

Automatic upgrade after three consecutive complete years of service as an Automotive Mechanic II and satisfaction of Automotive Mechanic III requirements.

Valid Pennsylvania Commercial Driver's License, Class B; N Endorsement (Tank), with removal of L/Z restrictions (Air brake).

State Inspection License, Class VII and State Emissions Inspector License.

Must provide tools as specified by the Bureau Director/Fleet Manager.