CLASS TITLE: **AUTOMOTIVE MECHANIC ASSISTANT**

DEFINITION: Under general supervision, performs work as an automotive mechanic assistant for the school district; and performs related work as required.

EXAMPLES OF DUTIES: Performs complex work in the repair and maintenance of school buses, trucks, and cars; overhaul and rebuild engines; inspect and repair all brake systems; repair and replace transmissions and differentials; tune engines, adjust carburetors, valves and clutches; balance wheels, repair and change tires; perform vehicle smog emissions testing on all types of vehicles, making any repairs required. Responsible for vehicle preventative maintenance; lubricate vehicles; change oil and all types of filters; service vehicle air conditioners; obtain parts and accessories needed for repair; maintain shop tools and equipment; maintain shop in a safe and orderly condition. Maintain record of repairs; respond to emergency breakdowns and make repairs, if possible, at site; operate a variety of vehicles.

DESIRABLE QUALIFICATIONS:

Training and Experience: Two years of automotive maintenance and repair experience on heavy-duty equipment, or completion of a basic training course in automotive equipment maintenance and repair; or an equivalent combination of training and experience.

Knowledge, Skills and Abilities:

Knowledge of:
- Principles of automotive mechanics and electrical systems; automotive repair tools; automotive diesel engines and hydraulic systems.
- Occupational hazards and necessary safety precautions of the trade

Skill in:
- Determining the extent and type of repairs needed
- Proper use and care of tools
- Following verbal and written instructions
- Use of automotive test equipment
- Requirements of the California Vehicle Code relating to air brake systems in heavy trucks and school buses

Ability to:
- Secure a Class A Driver's License within six months of employment.

Licenses and Certificates:
- A valid Class A California Driver's License