

# VEHICLE SERVICES TECHNICIAN / AUTO MECHANIC & VEHICLE SERVICES TECHNICIAN - HEAVY

**THE PURPOSE:** Vehicle Service Technicians/Auto Mechanics inspect, maintain, and repair operating systems for a variety of automobiles and light trucks.

**Vehicle Service Technicians - Heavy** inspect, maintain, repair, and overhaul heavy trucks and other municipal equipment such as tractors, refuse equipment, street sweepers, trenchers, air compressors, aerial lifts, and construction equipment.

## **ESSENTIAL FUNCTIONS:**

### **Vehicle Services Technician / Auto Mechanic**

- Performing simple to complex maintenance and repair of major automotive operating systems, including steering, suspension, heating, cooling, exhaust, emission control, transmission, fuel, brake, hydraulic, electrical, electronic, and computer-controlled systems.
- Repairing different engine types, including gasoline, diesel, propane and alternative fuel.
- Conducting routine service such as lubricating steering, suspension and other components, changing oil and fluids, and performing inspections for safety and operational fitness.
- Taking repair orders and working independently (or in occasional consultation with shop employees or supervisors) to diagnose the source of problems related to mechanical or electrical malfunctions.
- Performing general computer input and using related manuals, diagnostic equipment, and various work tools.
- Test driving vehicles and testing operational fitness of other equipment.
- Performing heating and cutting operations with a torch, and welding as needed
- Performing minor vehicle body repair work and touch-up painting.
- Performing emergency service calls and repairs during non-standard business hours on occasion.
- Performing other job-related responsibilities as assigned.

### **Vehicle Services Technician - Heavy:**

- Performing all of the above functions on heavy equipment in addition to automobiles and light vehicles.

## **MINIMUM REQUIREMENTS FOR VEHICLE SERVICES TECHNICIAN / AUTO MECHANIC:**

1. Two years of experience in the maintenance and repair of automotive equipment and/or the type of municipal equipment described above under the "Purpose" statement.

**OR**

An Associate's degree in Automotive Technology from an accredited two-year college or technical school.

*NOTE: Equivalent combinations of job-related coursework and experience may also be considered.*

2. Valid Wisconsin's driver's license at time of **application**. Satisfactory driving record at time of application and throughout employment is required. Driver's license number must be put on front of the application.
3. Class "A" Commercial Driver's License obtained within six months of appointment and maintained throughout employment for the Automotive Mechanic positions with the Milwaukee Public Schools **OR** Class "B" Commercial Driver's License covering general knowledge and air brakes obtained within six months of appointment and maintained throughout employment for the Department of Public Works – Vehicle Services Technician positions.
4. Residency in the City of Milwaukee within six months of appointment and throughout employment.

## **MINIMUM REQUIREMENTS FOR VEHICLE SERVICES TECHNICIAN - HEAVY:**

1. Three years of experience in the maintenance and repair of automotive equipment and/or the type of municipal equipment described above under the "Purpose" statement, one year of which must have been experience **in a heavy equipment shop.**

**OR**

An Associate's degree in Automotive Technology from an accredited two-year college or technical school AND one year of experience in the maintenance and repair of automotive equipment and/or the type of municipal equipment described above under the "Purpose" statement **in a heavy equipment shop.**

*NOTE: Equivalent combinations of job-related coursework and experience may also be considered.*

2. Valid Wisconsin's driver's license at time of **application**. Satisfactory driving record at time of application and throughout employment is required. Driver's license number must be put on front of the application.

3. Class "B" Commercial Driver's License covering general knowledge and air brakes obtained within six months of appointment and maintained throughout employment for the Department of Public Works – Vehicle Services Technician positions.
4. Residency in the City of Milwaukee within six months of appointment and throughout employment.

**DESIRABLE QUALIFICATIONS:**

1. Automotive Service Excellence (ASE) certifications.
2. Experience repairing the type of municipal equipment specified above.

**KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:**

- Ability to diagnose automotive system or municipal equipment problems with or without use of diagnostic equipment.
- Ability to use hand tools and mechanical tools associated with automotive repair and municipal equipment repair.
- Ability to read and interpret service, repair and parts manuals in a hard copy format and in digital format.
- Ability to repair and replace automotive or municipal equipment parts and components.
- Ability to move objects weighing 50 pounds.
- Ability to assist in moving objects weighing up to 100 lbs.

**THE CURRENT SALARY RANGES ARE:**

- **VEHICLE SERVICES TECHNICIAN (254):** \$37,349 to \$43,265 annually with excellent benefits. Individuals who have a current Automotive Service Excellence (ASE) Master Automobile Certification at the time of appointment may be paid at the second step of the range.
- **AUTOMOTIVE MECHANIC (Milwaukee Public Schools):** \$38,493 to \$48,391 annually.
- **VEHICLE SERVICES TECHNICIAN-HEAVY (260):** \$39,408 to \$44,336 annually. Individuals who have a current Automotive Service Excellence (ASE) Master Medium/Heavy Certification at the time of appointment may be paid at the second step of the range. Individuals appointed will receive an additional \$8.00 biweekly when working on automatic transmissions.