



CITY OF FAIRFIELD
invites applications for the position of:
**Equipment Mechanic
Senior**

An Equal Opportunity Employer

SALARY: \$33.45 - \$40.66 Hourly
\$2,675.84 - \$3,252.56 Biweekly
\$5,797.65 - \$7,047.21 Monthly
\$69,571.84 - \$84,566.56 Annually

OPENING DATE: 09/27/18

CLOSING DATE: 10/11/18 05:00 PM

DESCRIPTION:

To lead, oversee, monitor and perform the more difficult and complex duties assigned to classes in the mechanic series, including maintenance, fabrication and repair work for the City's public safety, public works, transit and other fleets, equipment, facilities and tools; to provide work lead direction, including allotting duties, providing training and assisting with reviewing work performance. There is currently one vacancy, however an eligibility list will be established for future vacancies. **The current vacancy is for a night shift position; the successful candidate will be assigned to work 3:00 p.m. - 12:30 a.m. and will receive 2.5% shift differential pay.**

Tentative Interview Date: October 23, 2018

This position is represented by Fairfield Employees' Association (FEA) and receives an excellent benefits package, including:

- Scheduled salary increases of 4% in the first full pay periods of July 2019 and July 2020
- CalPERS pension eligibility (2.5% @ 55 for classic members or 2% @ 62 for new PERS members)
- Generous contributions to medical, dental and vision plans
- In addition to vacation and sick leave accruals, 32 hours of personal leave annually, which is 100% cashable
- City paid retirement health savings contributions and life insurance
- 9/80 work schedule with every other Monday off

ABOUT THE POSITION:

In this position, you will be responsible for:

- Maintaining a diverse City fleet including construction type equipment and transit buses.
- Providing direction and assisting in the most complex of repairs to City equipment while keeping established minimum equipment available for use as needed (which may require overtime).
- Is able to communicate clearly and concisely with day shift for coordination of repairs and parts needed.

WE'RE LOOKING FOR SOMEONE WHO:

- Wants to be part of a nationally recognized professional organization (100 Best Fleets in North America for the last 10 years!).
- Is knowledgeable with the equipment, parts, tools, materials, diagnostics, repair techniques, and supplies used in the repair of a very diverse range of City equipment.
- Is a self motivated team player with great customer service and organizational skills.

CHALLENGES YOU MIGHT FACE IN THIS JOB:

- Being the person that other mechanics look to for advice on how to diagnose and/or repair for specialty equipment.
- Keeping up to date on the latest state regulations and reporting requirements.
- Responsibility for parts operations during night shift.

WORKING CONDITIONS:

The nature of the work requires using power and noise producing tools and equipment, driving motorized vehicles and heavy equipment. The incumbent in this sometimes outdoor position works in all weather conditions, with exposure to traffic and other hazards. May be required to climb ladders and use chemicals, which may expose the employee to fumes, dust and air contaminants. Depending on department needs, may be required to work flexible hours, including holidays, evenings, weekends and split shifts and respond to after hour call-outs.

PHYSICAL DEMANDS:

Position requires standing, sitting, walking, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping and making repetitive hand movement in the performance of daily duties; work may sometimes have to be performed on slippery or uneven surfaces. Near and far vision, the ability to lift, carry and push tools, equipment and supplies weighing 50 pounds or more are also required.

DISTINGUISHING CHARACTERISTICS:

The Senior Equipment Mechanic is the lead/advanced journey level classification in the equipment mechanic series in which incumbents independently perform maintenance, fabrication and repair work for the City's public safety, public works, transit and other fleets, equipment, facilities and tools. This class is distinguished from the next lower classification of Equipment Mechanic II in that this class provides lead direction, oversees daily operations, and performs the more complex duties.

SUPERVISION RECEIVED AND EXERCISED:

Receives direction from a Fleet Supervisor, Fleet Division Manager or Public Works Director and/or other City management personnel. Provides guidance and oversight to lower staff.

MINIMUM QUALIFICATIONS:

- Possession of a high school diploma or equivalent is required.
- Three (3) years of journey-level experience in servicing, maintaining and repairing vehicles and/or related machinery and equipment are required.

LICENSES AND/OR CERTIFICATES:

- Possession of, or the ability to obtain, a valid class C California driver's license is required.
- Possession of a valid Class A license with manual transmission, air brake, passenger and tanker endorsement must be obtained within six (6) months from the date of hire.
- Automotive Service Excellence (ASE) certifications are highly desirable.

EXAMPLES OF DUTIES:

Duties may include, but are not limited to, the following:

Lead, oversee, monitor and perform the full array of duties assigned to classes in the mechanic series, including maintenance, fabrication and repair work for the City's public safety, public works, transit and other fleets, equipment, facilities and tools; make emergency repairs in the field; road test vehicles and equipment to ensure work is properly completed.

Provide direction and assign duties; provide training and assist with reviewing work performance; ensure compliance with applicable rules, policies and procedures; resolve on-the-job problems as they occur.

Inspect, operate, repair, modify, overhaul and maintain a variety of light and heavy duty equipment, including automobiles, trucks, buses, graders, backhoes, rollers, forklifts, landscape equipment, street sweepers and cranes; tear down motors; overhaul engines, transmissions,

clutches, differentials, carburetors, generators and pumps.

Use a variety of computer and electronic equipment to diagnose and repair problems in electrical, mechanical, hydraulic, brake, transmission, emission and air/heating systems.

Perform diagnosis, repair and installation of vehicle electrical and communication systems.

Inspect, operate, repair, modify, overhaul and maintain a variety of gasoline, electric and pneumatic and hydraulic equipment.

Perform a variety of design and fabricating duties; utilize a variety of mechanical, welding and machinists' tools to fabricate, rebuild, strengthen and maintain various parts and components of equipment.

Ensure safe equipment operation and work practices.

Maintain work and preventive maintenance records and logs; prepare activity reports.

Prepare material and equipment requests; order approved maintenance supplies and equipment.

Perform minor interior and exterior automotive body repairs, including doors, fenders, bumpers, body panels, power and manual windows and seat removal and installations.

May assist with and/or administer special projects and assignments.

Participate in the development of policies and procedures; recommend programs, projects and work assignments; respond to questions and inquiries.

May assist with tracking expenditures and making budget recommendations.

Establish positive working relationships with representatives of community organizations, state/local agencies, City management and staff and the public.

Perform other duties as assigned.

KNOWLEDGE & ABILITIES:

Knowledge of:

Methods, materials, equipment and tools used in the maintenance and repair of vehicles and related equipment, facilities and tools.

Operation and care of internal combustion engines, electrical pumps and motors and other related equipment.

Principles and methods of preventive maintenance.

Hydraulic and electrical systems.

Methods and techniques of scheduling, training and motivation.

Applicable federal, state and local laws codes and regulations.

C.H.P. passenger transportation handbook.

Inventory control and purchasing procedures.

Methods and techniques of welding.

Basic principles of mathematics.

Occupational hazards and standard safety practices.

Ability to:

Inspect vehicles and equipment to diagnose mechanical, electrical and hydraulic problems, and determine corrective procedures.

Perform repair work on diesel engines, clean air vehicles and hydraulic systems.

Ensure safe equipment operation and work practices; provide related training as necessary.

Operate materials, equipment and tools used in the maintenance and repair of vehicle and related equipment and of associated facilities and tools.

Work from blueprints, schematics, drawings or construction diagrams.

Provide own hand tools as required by the City.

Perform a variety of welding work.

Make sound decisions within established guidelines.

Learn more complex principles, practices, techniques and regulations pertaining to assigned duties.

Estimate time and materials needed for work.

Perform mathematical calculations accurately.

Read, interpret and record data accurately.

Work independently.

Organize, prioritize and follow-up on work assignments.

Train and motivate lower-level staff.

Implement, explain and apply applicable laws, codes and regulations.

Maintain accurate records and prepare reports.

Follow written and oral directions.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships.

More about our City:

[Welcome to Fairfield Video](#)

THE SELECTION PROCESS:

Based on the information provided in the application documents, the best-qualified applicants will be invited for further examination. All applicants meeting the minimum qualifications are not guaranteed advancement through any subsequent phase of the examination. Depending upon the number of applications received, the examination may consist of an application screening, written and/or practical exam, oral interview, or any combination. This position requires a local records check, response to a medical questionnaire and a pre-employment medical exam prior to appointment.

OUR OFFICE IS LOCATED AT:
1000 Webster Street
Fairfield, CA 94533
707-428-7394

An Equal Opportunity Employer

Equipment Mechanic Senior Supplemental Questionnaire

- * 1. Do you have a high school diploma or equivalent?
 - Yes
 - No
 - * 2. Do you possess, or have the ability to obtain, a valid Class C California Driver's License at the time of appointment?
 - Yes
 - No
 - * 3. Do you have a Class A license with manual transmission, air brake, passenger and tanker endorsements? **This license must be obtained within 6 months from hire date.**
 - Yes
 - No
 - * 4. How many years of journey-level experience in servicing, maintaining and repairing vehicles, and/or related machinery and equipment, do you have? **Your response must be validated by the information provided in the work experience section of your application.**
 - Less than 1 year
 - 1 year to less than 3 years
 - 3 years to less than 5
 - 5 years or more
 - * 5. Please identify the agency/organization where you gained the full-time paid work experience described in the question above. **NOTE: Entering "See Resume/Application" does not qualify as an acceptable response.** If you do not have any experience, please state, "I do not have any experience."
 - * 6. Please list any ASE certifications you have. If you do not have any, please state, "I do not have any certifications."
- * Required Question