

## **AUTOMOTIVE MECHANIC IV**

The City of Harrisburg is seeking qualified applicants to fill the position of Automotive Mechanic IV in the Department of Public Works, Bureau of Vehicle Maintenance. The Automotive Mechanic IV performs skilled work of the journeyman level and assists lower classified personnel in the repair and maintenance of a variety of municipal vehicles, including diesel equipment and does related work as required. This class performs highly skilled tasks in mechanical repair and maintenance of automobiles, trucks and buses, and other heavy duty equipment. It is distinguished from other mechanic classes by crew leader responsibilities and the additional duties of repairing heavy duty diesel engines and other difficult tasks. Employee works under the direction of the Fleet Manager, using independent judgment as to the method of repair after receiving instructions or work orders.

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

We offer a competitive salary package (\$39,544.97 which increases to \$46,523.49 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. 2<sup>nd</sup> Street, Harrisburg, PA 17101  
Phone: (717) 255-6475  
Email: [HR@harrisburgpa.gov](mailto:HR@harrisburgpa.gov) (**electronic submission preferred**)

The City of Harrisburg is an Equal Opportunity Employer.  
Eric Papenfuse, Mayor  
[www.harrisburgpa.gov](http://www.harrisburgpa.gov)

**JOB TITLE****Automotive Mechanic IV - Department of Public Works - Bureau of Vehicle Management****DEFINITION**

This position performs skilled work of the journeyman level and assists lower classified personnel in the repair and maintenance of a variety of municipal vehicles, including diesel equipment; does related work as required. This class performs highly skilled tasks in mechanical repair and maintenance of automobiles, trucks and buses, and other heavy duty equipment. It is distinguished from other mechanic classes by crew leader responsibilities and the additional duties of repairing heavy duty diesel engines and other difficult tasks. Employee works under the direction of the Fleet Manager, using independent judgment as to the method of repair after receiving instructions or work orders.

**EQUIPMENT/JOB LOCATION**

Work is performed at the Public Works Complex 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 feet), jacks, battery chargers, air conditioning equipment, drill presses, cranes, tire changing equipment and other hand tools. Emissions Testing Equipment. Hazardous chemicals such as paint, paint thinner, turpentine, paint stripper, parts cleaner, starting fluid, grease cleaner, silicone and other related products are used on a daily basis. Position requires extensive walking, uncomfortable positions, 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 and takes lead in the general repair work on vehicles and equipment weighing up to 70 lbs. unassisted, assisted when in excess of 70 lbs. (see "Equipment/Job Location" tool list). Loosens and tightens mechanical components in accordance with equipment's manufacturers service requirements and specifications. Repairs tractors, front-end loaders, snow plowing equipment, farm tractors and mowers. Replaces and/or repairs valves, pistons and main bearings and assemblies, cooling, hydraulic, water, fuel, state inspection and exhaust systems. Inspects, adjusts, repairs and overhauls brakes, ignition systems, differentials and rear axle assemblies. Replaces glass. Paints automotive bodies. Tunes engines using standardized testing equipment. Responds to emergency road calls from disabled equipment and makes minor adjustments or has the vehicle towed to the garage. Repairs or overhauls diesel engines. Remains alert and reacts appropriately to audio alarms on vehicular equipment. Trains and/or acts as Crew Leader. Performs a variety of welding jobs. Maintains regular, punctual and predictable attendance. 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.

**JOB TITLE**

**Automotive Mechanic IV - Department of Public Works - Bureau of Vehicle Management**

**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 the standard principles and practices and tools of the automotive mechanic trade.
- Thorough knowledge of principals of operation of gasoline and diesel.
- Thorough knowledge of the occupational hazards and safety precautions of the trade.
- Ability to understand and carry out complex instructions.
- Ability to adapt available tools and repair parts to specific repair problems.
- Skill in the use and care of hand and machine tools employed in motor repair and adjustment work.
- Skill in diagnosing and correcting defects in automotive equipment.
- Advanced 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 III and satisfaction of Automotive Mechanic IV requirements.

Valid Pennsylvania Commercial Driver's License, Class A.

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

Must provide tools as specified by the Bureau Director.