



The Town of University Park

Public Works Job Description

Vehicle Technician

GENERAL DESCRIPTION: Positions in this classification inspect, maintain, and repair a variety of light/medium/heavy duty diesel trucks, heavy equipment, automobiles, and other miscellaneous Town-owned equipment. Reports to a Public Works Supervisor.

ESSENTIAL JOB FUNCTIONS:

The following duties are typical for this classification. Not all listed duties may be required and other duties may be required or assigned.

- Performs simple to complex maintenance and repair of major diesel and automotive operating systems including steering, suspension, heating, cooling, exhaust, emission control, transmission, fuel, brakes, hydraulics, electrical, electronic, and computer-controlled systems.
- Repairs different engine types including diesel, gasoline, and propane fuel.
- Conducts routine service such as lubricating steering, suspension and other components, changing oil and fluids, and performing inspections for safety and operational fitness
- Takes repair orders and work independently or in consultation with drivers, laborers, or supervisors to diagnose the source of problems related to equipment malfunctions, and make appropriate repairs.
- Performs general computer input and uses related manuals, diagnostic equipment, and various work tools.
- Test drives vehicles and tests the operational fitness of other equipment.
- Performs heating and cutting operations with a torch, and minor welding as needed.
- Performs minor vehicle body repair work and touch up painting.
- Performs services as needed during emergencies, such as snow and ice control operations.
- Maintains or facilitates maintenance of garage/storage facilities.
- Loads, transports, and unloads materials, equipment, and tools needed to perform assigned work.
- May operate CDL and non-CDL vehicles/equipment with snow removal attachments during snow and ice control operations.
- Other duties as assigned.

MINIMUM REQUIREMENTS:

1. 5 years of experience in repairing and overhauling diesel equipment

OR

An Associate's degree in Diesel Technology from an accredited two-year college or technical school AND minimum 3 years of experience in the maintenance and repair of diesel equipment.

IMPORTANT NOTE: To receive credit for college, transcripts are required and must be received with your application. Applications without transcripts attached will be considered incomplete and will be rejected.

2. Valid driver's license.
3. A valid Commercial Driver's License (CDL), minimum Class B with air brakes, within 6 months of appointment and throughout employment.

DESIRABLE QUALIFICATIONS:

- Automotive Service Excellence (ASE) Master Medium/Heavy Truck Certification, and/or certifications in Diesel Engines, Gasoline Engines, Brakes, and Electrical/Electronic systems are highly desirable.
- Automotive Service Excellence (ASE) Master Automotive Certification, and/or certifications in Engine Repair, Automatic Transmission/Transaxle, Suspension and Steering, Heating and Air Conditioning, are desirable.
- Maryland Inspection Certification.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED TO PERFORM ESSENTIAL FUNCTIONS:

- Possess a high degree of skill in the maintenance and repair of diesel and automotive vehicles and equipment.
- Ability to diagnose mechanical failures and defects with or without use of diagnostic equipment.
- Ability to use hand tools and mechanical tools associated with diesel and automotive repair and municipal equipment repair.
- Ability to completely overhaul diesel equipment.
- Ability to read and interpret service, repair and parts manuals in a hard copy and/or digital format.
- Ability to repair and replace automotive or municipal equipment parts and components.
- Ability to prepare requisitions, inventory records, work orders, usage and maintenance logs and related reports.
- Ability to utilize applicable computer hardware and software.
- Ability to lift and move objects weighing up to 50 lbs.
- Ability to work in variable weather conditions which may include extremes in temperature and precipitation as needed.

Salary Range:

- Grade 10
- \$50,500-\$76,500

Classification: Permanent, Full-time

FLSA Status: Nonexempt

This job description should not be interpreted as all-inclusive. It is intended to identify the essential job functions and requirements of this job. Employee may be requested to perform job related responsibilities and tasks other than those explicitly stated in this job description.

University Park is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Town will provide reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

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