

THE CITY OF DEL CITY JOB DESCRIPTION

FLEET TECHNICIAN II

FLEET MAINTENANCE

GENERAL FUNCTION:

The Fleet Maintenance Technician II is responsible for repair/maintenance of all city vehicles, equipment, and appurtenances. The work schedule is forty hours per week including being in rotation by the on-call schedule. Overtime may be required with little or no notice.

ESSENTIAL FUNCTIONS:

- Comply with established work/ safety policies and procedures. Use of various personal protective equipment is required.
- Proficient with various tools used in automotive repair. The employee will be maintaining the city's vehicle fleet, equipment, fuel island, car wash, and appurtenances. Some repairs will require cutting, welding (stick & mig), or brazing various materials as needed.
- Ability to assist with maintaining records of all inventories, service performed, parts/ materials used, maintenance schedules, repair work, and preventative maintenance for all city equipment, vehicles, and appurtenances.
- Work is performed under the general supervision of the Mechanic III. Mechanic II is subject to review and direction by the supervisor, he/ she generally performs assigned work with minimal supervision. Performs other tasks as needed.
- The employee is required to be on-call in a rotation schedule created by the Fleet Maintenance Supervisor.

MINIMAL ACCEPTABLE QUALIFICATIONS:

- Class "B" Oklahoma State CDL is mandatory within 6 months from the date of employment.
- Must obtain air conditioner recovery license and air brake certification within one (1)

year of employment.

- Ability to read, write, perform basic arithmetic, follow verbal and/ or written instructions, carry out assignments with minimal supervision.
- Ability to work in adverse weather and capable of heavy manual labor as needed.
- Knowledge of occupational hazards and safety precautions of the auto trade.
- Possess hand tools and power tools to perform this job.
- Knowledge of and ability to perform welding (Mig & Stick).
- Possession of a valid Oklahoma State Driver license with a driving record acceptable to the City's insurance carrier.

ADDITIONAL/DESIRABLE QUALIFICATIONS:

- Two (2) years journeyman mechanic experience.
- Class "A" CDL

This job classification has been designated a safety sensitive job classification in accordance with the Oklahoma Medical Marijuana and Patient Protection Act, 63 O.S., § 427.1 *et seq.*, (OSCN 2019), effective August 29, 2019

Signature

Date

v. 06-26-2023