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## Auburn University Job Description

Job Title: **Automotive Mechanic II**

Job Family: No Family

Job Code: **ND43**

Grade ST12 \$38,200 - \$57,300

FLSA status: Non-exempt

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### Job Summary

Under general supervision, performs a variety of intermediate mechanical services and repairs on university vehicles.

### Essential Functions

1. Provides maintenance services, diagnostics, and component repairs and replacements on university vehicles including, but not limited to, brakes; suspensions; hoses; alternators; and electrical, ignition, and exhaust systems.
2. Performs maintenance and repairs on small engines including, but not limited to, weed eaters, lawnmowers, and leaf blowers.
3. Provides maintenance and repairs to slow moving vehicles (SMV) such as golf carts, UTV's, and electric carts.
4. Performs repairs on heavy mechanical equipment including, but not limited to, dump trucks and personnel lifts.
5. Responsible for responding to campus-wide emergency service calls.
6. May weld and fabricate parts including, but not limited to, brackets, braces, and shields to support automotive repair work.
7. Responsible for meeting and maintaining all training and certification requirements as outlined by the department's training and credentialing requirements.
8. May perform other related duties as assigned.

### Supervisory Responsibility

May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

*The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.*

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### Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
<b>Education</b>	High School	High school diploma or equivalent
<b>Experience (yrs.)</b>	3	Experience in automotive repair techniques including 2 year at the previous level or equivalent.

#### Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

#### Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

#### Minimum Required Knowledge

Firm knowledge of the concepts, components, and repair techniques related to automotive vehicles including standard road vehicles, slow moving vehicles, and heavy equipment.

Knowledge of Federal Regulations (ADEM) for fluid disposal (oil, antifreeze, refrigerant, etc.).

Ability to diagnose, troubleshoot, and resolve vehicle issues.

Intermediate mechanic skills including ability to apply some advanced skills to adapt and meet some complex or non-routine situations.

Customer service skills.

#### Certification or Licensure Requirements

Valid Driver's License

Two ASE Auto Maintenance and Light Repair Certifications (A1-A8) or equivalent.

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### Physical Requirements/ADA

Regularly involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires standing, walking, reaching, stooping/kneeling/crouching/crawling, hearing, handling objects with hands, and lifting up to 50 pounds.

Job occasionally requires sitting, climbing or balancing, talking, and lifting more than 100 pounds.

Ability to see information in print and/or electronically

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Date: 5/2/2022

