

Class Concept

Positions in this class are managerially responsible for the acquisition, replacement, repair and service of division based fleet of equipment. Positions provide both technical and administrative direction for both heavy construction equipment and automotive repair and maintenance activities in assigned maintenance areas. Work includes responsibility for developing cost effective repair practices, instructing subordinate supervisors and mechanics in these methods, making recommendations concerning the purchase of applicable equipment needed, and the disposal of depreciated and uneconomical equipment. Work also involves instructing supervisors in the purchase and stocking of a perpetual inventory of supplies and repair parts necessary for effective operations. Positions receive new equipment and up fit the equipment for intended use upon assignment. Work is performed in accordance with established departmental policies and procedures. Positions independently determine effective methods for accomplishing technical work details. New and recurring work problems are resolved independently. Problems that are policy determining or precedent setting in nature are referred to a supervisor for determination.

Recruitment Standards

Knowledge, Skills, and Abilities

- Thorough knowledge of the operating principles of internal combustion engines.
- Considerable knowledge of the tools, equipment, and materials used in the repair and maintenance of automotive equipment.
- Working knowledge of equipment cost accounting methods.
- Ability to plan and direct the repair activities of a large staff and to make decisions in accordance with established maintenance policies.
- Ability to diagnose the operating defects in automotive equipment and to instruct subordinate supervisors and mechanics in correct work methods.
- Ability to maintain or supervise the maintenance of equipment records of some complexity and to prepare reports from these records.
- Ability to maintain effective working relationships with subordinates and other departmental personnel.

Minimum Education and Experience

High School or General Educational Development (GED) diploma and four (4) years of experience as a supervisor in an automotive or heavy equipment repair shop, including the direction of stock control activities; or an equivalent combination of training and experience.