



ENTRY LEVEL

AUTOMOTIVE TECHNICIAN

SPOKANE COUNTY CIVIL SERVICE COMMISSION



CLOSING DATE: March 8, 2013 @ 4:30 p.m.

WRITTEN TEST: March 15, 2013, 9:00 a.m.

SALARY RANGE: \$2981.96 - \$4023.74/mo + benefits
(\$17.20 hr) (\$23.21 hr)

APPLICATION PACKETS

Submit the following documents to Civil Service when filing:

- Civil Service Application
- Supplemental Automotive Technician
- Sealed official high school/GED and college transcripts. (All transcripts must be sealed official copies. ***Proof that they have been ordered will be sufficient for your application to be accepted. Transcripts must be received by test date.***)
- Copy of DD-214, Member Copy 4, if applicable. (View RCW 41.04.010 as to how Veteran's Preference is applied.)
- Current driver's license (copy)
- Birth certificate (state/county copy only)
- Social security card (copy)
- **Non-refundable \$15.00 processing fee (check or money order payable to SCCSC; no cash will be accepted).**

Application packets without the attached documents listed above will be considered incomplete and will not be accepted.

MINIMUM REQUIREMENTS:

- Must be at least 18 years of age, a citizen of the United States, who can read and write the English language
- High school graduate or equivalent
- **Prefer** degree in auto repair or related field and have at least three (3) years recent professional experience in repair, service, and maintenance of automobiles, trucks and equipment **OR** ten (10) years of recent professional experience in repair service and maintenance of automobiles, trucks and equipment; **ASE** certification preferred
- **Prefer** completion of recognized welder apprenticeship program/or trade school
- Physical strength and agility necessary to perform duties
- Must furnish own basic mechanic's hand tools

This is a union position and, as a condition of employment, the selected individual is required to join.

LICENSURE: Valid current unrestricted driver license at time of appointment and throughout employment. **Prefer** possession of valid Class A, CDL with air brake and tanker endorsement.

EXAMPLES OF DUTIES: (may include but is not limited to the following)

Diagnose and make repairs on all gas and diesel powered vehicles and equipment including, but not limited to: cars, pickups, trucks, boats, trailers, motorcycles, buses, motor homes, vans, snow cats, generators.

Operate computerized test equipment to retrieve vehicle computer codes so proper repairs may be made.

Diagnose and make repairs on engines, electronic overdrive transmissions, differentials, alternators, suspensions and steering, and computer operated systems such as, but not limited to, ABS brakes, air bags, electronic fuel injection, emission, engine controls, electronic overdrive transmission, electronic traction asst., etc. Remove and replace any and all parts necessary to complete repairs.

Operate brake lathe proficiently.

Design, fabricate, install and/or build all emergency equipment such as lights bars, strobe light systems, divider shields, push bars, seats, gun mounts, camera systems, computers, radios and sirens, and all decals. Check, diagnose and perform repairs on electrical systems such as charging systems, heater and A/C, lights, and all computer-controlled systems.

Maintain vehicle and stock control inventory for Sheriff Fleet Services Garage operations, computer cards and fueling systems. Order and maintain adequate and proper inventory supplies. Order and replace parts needed to make necessary repairs. Provide Fleet Manager with bills and paperwork so that payment may be issued. Assist in the supervision of the parts room and inventory.

Operate a forklift and host, load and unload a semi-tractor with a low-boy trailer and wrecker boom attachment;

SPOKANE COUNTY CIVIL SERVICE COMMISSION
1229 WEST MALLON, SPOKANE, WA 99260-0230
Phone: (509) 477-4711
www.spokanecounty.org/sheriff
EQUAL OPPORTUNITY EMPLOYER