

**CLASS SPECIFICATION**  
**SAN DIEGO CITY CIVIL SERVICE COMMISSION**  
**FLEET ATTENDANT- 1454**

**DEFINITION:**

Under immediate supervision, to perform a variety of semi-skilled building, grounds maintenance, and custodial work; to perform less difficult automotive equipment servicing duties; to assist in performing servicing duties of average difficulty on automotive equipment; and to perform related work.

**\* EXAMPLES OF DUTIES:**

- Assists with preventative maintenance and performs the less difficult servicing duties on automotive equipment;
- Assists with automotive preparation for paint, installing decals, and performing repetitive fabrication processes;
- Cleans, degreases, and washes automotive and construction equipment;
- Assists in servicing mobile fuel trucks by filling fuel tanks and records readings on fuel tanks;
- Shuttles vehicles for outsourced repairs;
- Assists with changing, vulcanizing, and repairing tubes and tires;
- Assists in lubricating chassis, transmissions, and differentials;
- During night shifts, provides shop security;
- As directed, applies productivity time guidelines and other required data to work repair forms and enters data into structured databases;
- Cleans shop, buildings, and grounds by sweeping, vacuuming, and picking up trash, brush, and debris;
- Replenishes supplies;
- Assists skilled trades workers or repair technicians by performing the less skilled tasks in carpentry, roofing, painting, plumbing, electrical, plastering, welding, cement finishing, masonry, and tree trimming;
- Makes minor repairs to buildings, tools, and equipment;
- Removes weeds by mechanical and manual means;
- Performs related duties.

**MINIMUM QUALIFICATIONS:**

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Description for updated minimum qualifications: <https://www.governmentjobs.com/careers/sandiego/classspecs>.

**\* EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class

Six months of full-time manual labor experience, such as general construction, repair or maintenance, groundskeeping, custodial maintenance, or the operation, maintenance, or repair of mechanical equipment; **OR** six months of full-time experience as a Laborer with the City of San Diego. Possession of a valid California Class C Driver's License.