

**CLASS SPECIFICATION**

**SAN DIEGO CITY CIVIL SERVICE COMMISSION**

**MOTIVE SERVICE TECHNICIAN – 1452**

**DEFINITION:**

Under general supervision, to perform a variety of servicing duties on automobiles, trucks, or construction equipment; to assist in performing minor motive equipment repair; and to perform related work.

**\* EXAMPLES OF DUTIES:**

- Services automobiles, motorcycles, pick-up trucks, crew trucks, sanitation trucks, motor sweepers, and similar equipment;
- Operates mobile fuel trucks in and outside the yard;
- Changes and adds transmission and hydraulic fluid and oil;
- Changes fuel, oil, and air filters;
- Lubricates chassis, transmissions, and differentials;
- Checks and fills master brake cylinders;
- Calibrates, removes, and replaces speedometers;
- Performs maintenance, repair, and/or adjustment on engine belts, coolant hoses, fan belts, windshield wipers, brake lights and signals, and similar equipment;
- Steam cleans, waxes, degreases, lubricates, and washes automobiles, trucks, and construction equipment;
- Tests, charges, and replaces batteries and battery cables;
- Mounts and balances tires;
- Vulcanizes tubes and changes or rotates tires;
- Assists in the minor repair, replacement, and adjustment of motive equipment parts;
- Inspects brakes;
- Maintains automated wash rack;
- Keeps service records;
- During night shifts, provides shop security;
- Obtains small parts from local suppliers as directed;
- Occasionally drives a wrecker and delivers or tows vehicles;
- Trains subordinate personnel;
- As directed, applies productivity time guidelines and other required data to work repair forms.

**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.**

One year of full-time motive service work on cars, trucks, or heavy equipment, which must include all of the following: tire servicing - mounting, dismounting, and balancing tires using an electronic (computer) wheel balancer; battery servicing - inspecting and diagnosing, load testing, cleaning terminals, and charging batteries; vehicle lubrication - fueling, lubricating chassis, and changing oil and oil filters; minor repairs - replacing lights, light bulbs, lenses, reflectors, mirrors, and changing fan belts and hoses; and general maintenance - changing and replenishing filters and fluids (e.g., transmission, power steering, brake, radiator); **OR** an Associate's Degree in Automotive Technology or Auto Mechanics; **OR** successful completion of an accredited Automotive Service Training Program of not less than 600 hours. Possession of a valid California Class C Driver's License may be required.