

Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.

JOB ANNOUNCEMENT

POSITION: MECHANIC II

Posting# 7031 - 0315jhm

May underfill as Mechanic I # 7033 or Mechanic Assistant # 7013

REQUIRED ATTACHMENTS TO APPLICATION:

- College transcripts and/or diploma if related to position - internet printouts & photocopies are acceptable
- Required certifications

STARTING SALARY: Step 33, \$19.51 per hour, \$1,561 Bi-weekly - plus benefits package

Mechanic I - #7033 - Step 24, \$15.83 per hour, \$1,266 Bi-weekly - plus benefits package

Mechanic Assistant # 7013 - Step 15, \$12.85 per hour, \$1,028 Bi-weekly - plus benefits package

Step increase available after completing probation and annually thereafter.

OPENING DATE: March 5, 2015

CLOSING DATE: March 19, 2015

The eligibility list created by this posting may be used to fill current full or part time vacancies and full or part time vacancies and grant funded vacancies that occur within the next two (2) months

For additional information see the job description at - <http://www.utahcounty.gov/jobs>

JOB SUMMARY: Performs semi-skilled and skilled work relating to the maintenance of Utah County Fleet Services' vehicles, equipment, and facilities.

DUTIES INCLUDE:

Mechanic II: this is the journey classification level of the series. Incumbents in this classification perform automotive mechanical work on a variety of gasoline and diesel powered vehicles, equipment, and related systems under general supervision of the Fleet Services Shop Supervisor.

Mechanic I: performs automotive mechanical repair activities under general supervision of the Fleet Services Shop Supervisor.

Mechanic Assistant: under close to general supervision of the Fleet Services Shop Supervisor, performs automotive maintenance work and supports and assists in mechanical repair activities.

EVALUATION AND SELECTION FACTORS INCLUDE:

Mechanic II (In addition to the knowledge, skills, and abilities described below):

Knowledge of: on-board automobile computer systems.

Skill in: composing documents when assigned; the care of mechanical systems, electrical systems, testing equipment, and specialized tools relating to electrical, emission and mechanical repairs.

Mechanic I (In addition to the knowledge, skills, and abilities described below):

Knowledge of: electrical repair and reading schematics.

Skill in: utilizing diagnostic equipment, emission testing equipment and computer testing activities; using cutting torches and welding equipment; word processing and basic computer programs.

Mechanic Assistant:

Knowledge of: hazardous chemical handling procedures; procedures and techniques used in the inspection, diagnosis, repair, and maintenance of equipment and vehicles; occupational hazards related to mechanical repairs.

Skill in: operating a forklift, other motorized equipment and various hand, pneumatic, and power tools.

Ability to: maintain cooperative relationships with those contacted in the course of work activities; follow verbal and written instructions; read, write, and perform basic math calculations; coordinate multiple tasks efficiently.

REQUIREMENTS FOR EMPLOYMENT: Mechanics may be required to provide basic automotive repair tools as a condition of employment.

Mechanic II: an associate's degree related to automotive or diesel mechanics and four (4) years of formal work experience performing automotive mechanical repair activities. Other equivalent combinations of related education and experience totaling six years such as a one year certificate program and five years of experience or a high school diploma and six years of experience may also be considered

Mechanic I: completion of a one year certificate program related to mechanics or service work and two (2) years of formal work experience performing automotive mechanical repair activities. Other equivalent combinations of related education and experience totaling three years such as an associate's degree and one year of experience or a high school diploma and three years of experience may also be considered.

Mechanic Assistant: a high school diploma or equivalent and six (6) months of formal work experience performing basic automotive maintenance duties OR completion of a one year certificate program related to mechanics or service work.

Applicants receiving a conditional offer of employment will be required to submit to a pre-employment drug screen and additional background checks as required.

LICENSURE/CERTIFICATIONS:

Mechanic II: applicants must possess, and if selected maintain, a Utah State Inspection License, a Utah County Emissions License, certification as a Forklift Operator, and a valid State of Utah class A Commercial Driver's License with T endorsements.

Mechanic I: applicants must possess a valid driver's license and obtain a valid State of Utah driver's license within 60 days of employment. Incumbents must obtain, and thereafter maintain, a Utah State Inspection License, a Utah County Emissions License, certification as a Forklift Operator, and a valid State of Utah class B Commercial driver's license during the probationary for new hires or during the probationary period for County employees promoted to this classification through a competitive recruitment process. County employees being reassigned, transferred, or promoted through career ladder advancement to this classification must possess said certifications and licensure upon reassignment, transfer, or career ladder advancement.

Mechanic Assistant: applicants must possess a valid driver's license and obtain a valid State of Utah driver's license within 60 days of employment. Incumbents must obtain, and thereafter maintain, certification as a Forklift Operator during the probationary period for new hires or during the trial period for County employees promoted into this classification.

CAREER LADDER ADVANCEMENT

For a promotion through career ladder advancement from a lower classification level of this series to a higher one, there must be funding in the budget and the employee must: 1) possess the required licensure and certifications of the higher classification level, 2) meet the education and experience requirements and the class characteristics of the higher classification level, 3) have written recommendation from the department head and, 4) receive approval from the Director - Office of Personnel Management.

EXAMINATION/SELECTION PROCESS: Individuals interested in the position must submit an official Utah County Government application and required attachments to the Utah County Office of Personnel Management, 100 East Center, Suite 3800, Provo, UT 84606, by 5:00 PM on the closing date. **NO POSTMARKS OR RESUMES.** Additional information will not be accepted after the closing date. The Personnel Department will screen the applications for minimum qualifications. The selection process will consist of a hiring interview, and may include any one, or a combination, of the following examinations: application and/or supplemental review/rating, written examination, performance test and/or oral examination. The Personnel Department reserves the right to call only the most qualified applicants to any of the examinations.