

**MONTGOMERY COUNTY GOVERNMENT  
ROCKVILLE, MARYLAND  
CLASS SPECIFICATION**

**Class Code: 005010  
Grade: 16  
FLSA: N**

**MECHANIC TECHNICIAN I**

**DEFINITION OF CLASS:**

The work of this class is to apply previously acquired mechanical skills while learning the special skills required to maintain and repair heavy equipment, diesel, gasoline and alternative fuel powered buses and related equipment.

**DISTINGUISHING CHARACTERISTICS:**

Mechanic Technician I is the entry/developmental level class for candidates qualified to learn the duties of a Mechanic Technician II.

**MAJOR DUTIES:**

Responsible for carrying out preventive maintenance tasks; determining causes of vehicle/equipment/apparatus operating problems by tracing and locating defects; selecting and safely using proper tools, equipment, devices, manuals, references, established procedures and techniques; and making repairs to heavy mobile equipment/vehicles, and/or transit vehicles. Uses initiative in carrying out recurring assignments independently without specific instruction, but refers deviations, problems, and unfamiliar situations not covered by instructions to a supervisor or more experienced Mechanic Technician.

**EXAMPLES OF DUTIES: (Illustrative Only)**

- Traces and locates defects and causes of mechanical, electrical, computer and other problems to determine type and extent of necessary repairs using diagnostic tools, manufacturers' repair/maintenance manuals and schematics.
- Selects and complies with appropriate repair specifications and procedures.
- Tears down and rebuilds components and assemblies of gasoline and diesel-powered vehicles by fitting and installing needed parts such as pistons, valves, bearings, gears, and cylinders to appropriate tolerances; makes changes or modifications in accordance with specifications and guidelines.
- Road/performance tests vehicles and equipment during and occasionally upon completion of maintenance and/or repair work.
- Connects, meshes, aligns, and adjusts items and systems to assure proper operation of the complete system or vehicle.
- Maintains records of time and materials used.
- Reads and follows sketches, specifications, and service manuals.
- Maintains work area in a clean and orderly manner.
- Requests parts and checks them for compliance with manufacturers' specifications.
- Participates in vehicle collision investigations to determine whether any mechanical failure contributed to a collision, or the extent of the damages, in order to develop skills in these areas.
- Performs related duties as required.

**SUPERVISORY CONTROLS:**

Under close supervision, is furnished specific guidance and instruction to perform maintenance and repair on heavy equipment, diesel, gasoline and/or alternative fuel County buses and related equipment. Refers deviations, problems, and unfamiliar situations not covered by instructions to a supervisor or more experienced Mechanic Technician.

**SUPERVISION EXERCISED:** Employees in this classification do not supervise other positions.

**GUIDELINES:**

Work is performed in accordance with technical manuals, illustrations, specifications, diagrams, and schematics.

**COMPLEXITY:**

Complexity of the work derives from work on gasoline and diesel engine vehicles and equipment which include hydraulic, pneumatic, mechanical, electrical, electronic, and computer-controlled utility systems, controls, and features, many of which work in consonance with and are dependent upon each other for proper functioning. In performing work on recurring assignments, a Mechanic Technician I employee maintains vehicles, equipment, and apparatus, and repairs defects or malfunctions which are more readily diagnosed than on the most complex assignments.

**SCOPE AND EFFECT:**

The impact of properly performed work is the provision of vehicles which are both operationally safe and capable of performing in the manner for which they were designed.

**CONTACTS:**

Contacts are primarily with employees in the immediate work area, crew/shift, to which an employee is assigned for the purpose of receiving information and instructions.

**PUBLIC SERVICE /ASSISTANCE:**

May entail some public service/assistance, but it is incidental to the primary focus of the work performed.

**HAZARDS:**

Performance of the work of the class regularly involves exposure to loud noises, vibrations, dust, dirt and grease. The work requires employees to push, pull, turn, position and otherwise move parts, assemblies, components, equipment and tools often near or immediately adjacent to running engines where employees are exposed to compressed air, electrical current, belts, pulleys, fan blades and sharp edges. Additional hazards include spring-loaded parts, lifts and presses on wet/greasy floors, hot hydraulic fluids and oils, acetylene and oxygen cutting torches near flammable substances, battery acid and cleaning solvents, and working at heights of from ten to twenty feet above the ground or floor level. Performance of the work of the class may occasionally expose employees to human/animal waste and/or body fluids. These hazardous working conditions require employees to strictly follow safety procedures and regularly employ safety equipment including safety glasses, rubber and leather gloves, hearing protection, eye and face shields, respiratory masks, and steel toe shoes.

**MINIMUM QUALIFICATIONS:**

**Education:** High school diploma or equivalent (GED or High School Proficiency Examination)

**Experience:** Two (2) years of experience in the automotive repair and maintenance trade or as a Mechanic Technician Apprentice.

**Licenses, Registrations, Certifications, or Special Requirements:**

**At Time of Employment Application:**

- Possession of a valid Class “C” (or equivalent) driver’s license from applicant’s state of residence.

**Upon Completion of the Probationary Period:**

- A valid US Environmental Protection Agency Air Conditioning Certification (Clean Air Act, 1990, Section 608 and 609) appropriate to the equipment serviced/inspected; and
- A valid Occupational Safety and Health Administration (OSHA) Industrial Forklift Certification.

**Knowledge, Skills, and Abilities:**

*Basic Knowledge of:*

- The mechanical makeup, operation, and working relationships of a variety of systems, assemblies and parts, including such major systems as diesel, multi fuel, and gasoline engines; automatic and manual transmissions; and driveline assemblies including differentials.
- How computer, electrical, transistorized, and other non-mechanical systems tie in with and affect the operation of mechanical systems.
- The standard tools, equipment, diagnosis and test procedures and practices used in the repair and preventive maintenance of automotive equipment.
- The occupational hazards and safety precautions of the automotive mechanic trade.

*Skill in:*

- The diagnosis of mechanical, electrical and electronic malfunctions.
- The use of the hand and power tools and equipment associated with the automotive mechanic trade.
- Removing and tearing down major components and assemblies, including engines and transmissions and to rebuild, adjust, re install, align, and mesh components and assemblies.

*Ability to:*

- Distinguish between colors.
- Ability to provide emergency repair service outside the regular shop location.

**Work Environment:**

Must have the ability and willingness to perform repair work in any weather conditions and in all of the following settings: a centralized vehicle maintenance facility, machine shop, highway maintenance depot, on the road, land-fills, or wherever a break down occurs.

**Physical Demands:**

Ability to work in tiring and uncomfortable positions for long periods, and must continuously bend, reach, stretch, lift, stoop, climb and crouch often on top of, in, and under vehicles and engines in cramped and awkward positions. Performance of the work of the class regularly involves exposure to loud noises, vibrations, dust, dirt and grease. Employees must perform physically strenuous work overhead, while standing, lying down, or sitting; and pull, push, lift and carry items which weigh up to 100 pounds, and occasionally in excess of 100 pounds.

**PROBATIONARY PERIOD:**

Individuals appointed or promoted to a position in this class will be required to serve a probationary period of twelve (12) months, during which time performance will be carefully evaluated. Continuation in this class will be contingent upon successful completion of the Fleet Management Services Mechanic Technician Training Program (FMSMTTP) and probationary period.

**MEDICAL PROTOCOL:** Core Exam II and Drug/Alcohol Screen

**PROMOTION POTENTIAL:**

May be promoted to Mechanic Technician II after two (2) years of experience as a Mechanic Technician I, successful completion of the Fleet Management Services Mechanic Training Program, possession of all required licenses and certifications, and recommendation of the appointing authority.

**CLASS SPECIFICATION HISTORY:**

**Class Established:** February 1966  
**Revised:** November 1973  
December 1984  
**Classification Study:** May 1991 (M)  
October 1991  
July 1996  
**Classification Study:** October 2003 (M)  
March 2005  
June 2006  
June 2008  
August 2009  
April 2010  
June 2012  
January 2013  
June 2013  
August 2013  
December 2013  
**Class Study:** October 2017  
**Revised (format):** April 2018  
**Revised Min Quals:** August 2019  
**Remove CDL License:** November 2023