

# AUTOMOTIVE MAINTENANCE MECHANIC

Department of Public Works - Operations

**PURPOSE:** The Automotive Maintenance Mechanic performs all types of welding, brazing, soldering and cutting to all types of metal to effect repairs to automotive and heavy equipment components, frames, drawbars, chains and miscellaneous towed and hand operated maintenance equipment. Also maintains shop equipment and tools; fabricate special tools, brackets, and special tool boxes, and necessary attachments for new equipment set-up and/or special equipment modifications.

## ESSENTIAL FUNCTIONS:

- Heat, form, and bend metal with heating torches.
- Bend and cut metal on shear, sliproller, metal brake, band saw, and hydraulic ironworker.
- Repair snow plows and plow mountings on trucks.
- Repair truck bodies, tailgates and metal accessory parts that have succumbed to the environment.
- Use gas and electric welding equipment as well as power woodworking equipment.
- Use drill presses, grinders and metal cutting saws.
- Fabricate plow parts, metal tool or storage boxes and brackets.
- Repair tool heaters, tar kettles and install wood planking on trailers.
- Perform minor repairs to building, grounds, and equipment.
- Make repairs as necessary to equipment in the field.
- Perform other job related duties as assigned.

*Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990.*

## MINIMUM REQUIREMENTS:

1. Two years of experience doing structural welding repairs on heavy vehicles and equipment or as a structural ironworker;

**OR**

Associate's Degree in Welding Technology from an accredited college or technical school; or successful completion of a comparable training program or apprenticeship in heavy equipment repair.

***NOTE:** Copies of transcripts should be submitted with application, emailed to [staffinginfo@milwaukee.gov](mailto:staffinginfo@milwaukee.gov) or sent to the City of Milwaukee, Department of Employee Relations, ATTN: Mr. Carl Nagy, 200 E Wells St, Room 706, Milwaukee, WI 53202. (Student copies are acceptable.)*

2. Valid Wisconsin driver's license at time of appointment.
3. Class-B Commercial Driver's License (CDL) including air-brake endorsement within six months of appointment.
4. State of Wisconsin Structural Welding certificate or other recognized certification/qualification needed within 12 months of appointment and throughout employment.
5. Residence in the City of Milwaukee within six months of appointment and throughout employment.

*Note: Equivalent combinations of education and experience may also be considered.*

## KNOWLEDGE, SKILLS, ABILITIES, AND OTHER CHARACTERISTICS:

- ♦ Basic math skills; basic blueprint interpretation skills; ability to read and understand moderately complex written instructions or manuals; ability to detect and repair equipment damage and mechanical-related malfunctions; and ability to work independently.
- ♦ Skilled in the use of ARC, Air ARC, gas and wire feed equipment doing structural welding repairs on heavy vehicles.
- ♦ Ability to do open set-up welding, brazing and soldering; cut various metals and fabricate parts using heat, hand tools (manual and powered), and shop machinery; plus ability to weld joints in all positions
- ♦ Ability to safely lift up to 50 pounds; lift heavier equipment using shiplifts, yard cranes, and forklifts; and work in a repair shop environment or outdoors.
- ♦ Skilled in the use of a TIG Welder and Plasma Cutter is desirable.
- ♦ Employee must provide his/her own mechanic's general hand tools.

*Automotive Maintenance Mechanic*

**THE CURRENT PAY RANGE (PR 7F) IS:** \$41,828 to \$47,663 annually. Recruitment is at the beginning of the range.

**THE SELECTION PROCESS** will be job related and will consist of one or more of the following: education and experience evaluation; written, oral or performance tests; or other assessment methods. The Department of Employee Relations reserves the right to call only the most qualified candidates to oral and performance examinations. Oral examinations may include written exercises. Selection process component weights will be determined by further analysis of the job.

The examination will be held as soon as practical after **February 17, 2012**. Receipt of applications may be discontinued at any time after this date without prior notice. However recruitment may continue until the needs of the City have been met. Qualified applicants will be notified by mail of the date, time and place of the examination.

**APPLICATIONS and further information can be obtained in person or via mail from City of Milwaukee Department of Employee Relations, 200 E Wells St, Room 706, Milwaukee WI 53202-3554, from [www.milwaukee.gov/jobs](http://www.milwaukee.gov/jobs), or by calling 414.286.3751.**

#12-007—CN (AK)

1/25/12

EEO 702

**AUTOMOTIVE MAINTENANCE MECHANIC**