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2. Inter conton of Major Duties and Responsibilities (see attached)

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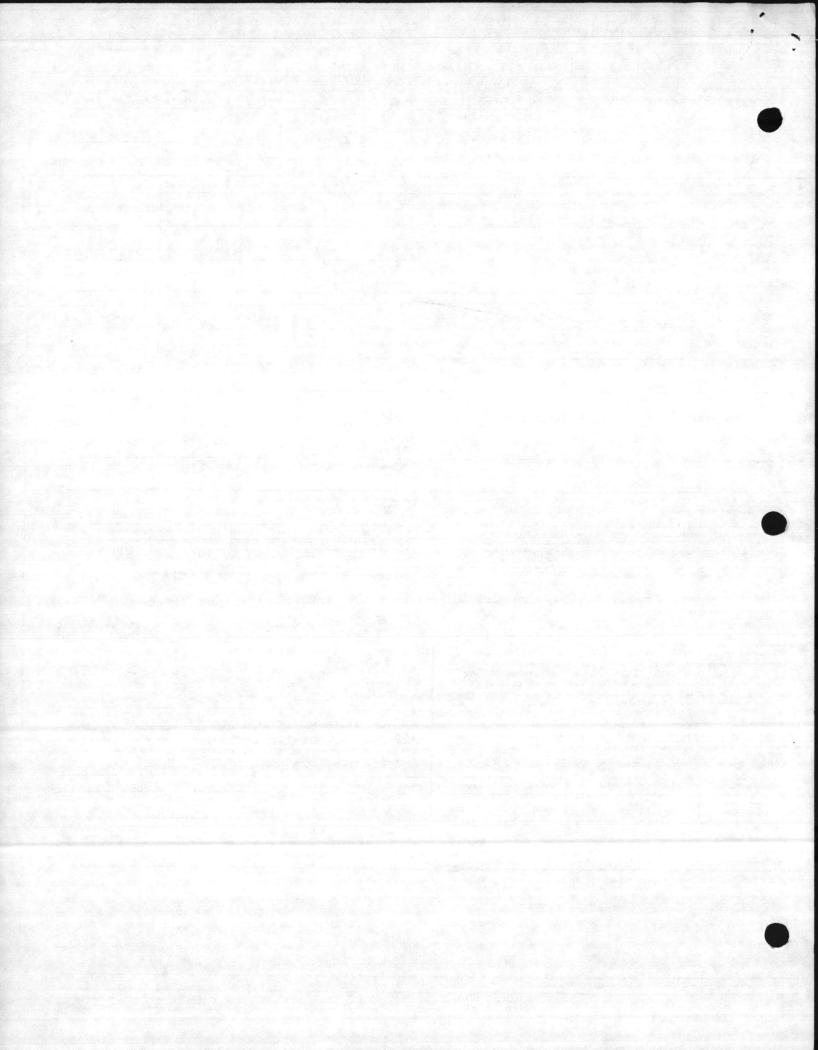
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AUTOMOTIVE WORKER WG-5823-08

I. <u>Introduction</u>. This position is located in the Heavy Equipment Unit, General Services Section, Maintenance and Repair Branch, Base Maintenance Division. The purpose of the position is to perform major and minor repairs to a variety of grounds maintenance equipment, heavy mobile equipment, and insect vector control equipment. This position is of a non-sensitive nature.

II. Major Duties.

A. Repairs a variety of rubber-tired wheel tractors. Removes, replaces, and overhauls components such as carburetors, fuel pumps, water pumps, starters, generators, alternators, distributors, injectors, pumps, fuel systems, electrical systems. Replaces batteries; repairs radiators; replaces water hoses and repairs brake systems. Repairs gang mowers, rotary mowers, farm disc units, hydro clippers. Replaces hydraulic motors, hydraulic lines, belts, brackets, plugs, points, condensors, coils, wheel bearings, seals, u-joints and drive shafts.

B. Repairs and overhauls gang mowers, riding mowers and small equipment used at Grounds Maintenance. Repairs include adjustments and/or replacement of worn and defective parts.

C. Overhauls and repairs various types of equipment used by Insect Vector, such as sprayers, fog machines, pumps and engines.

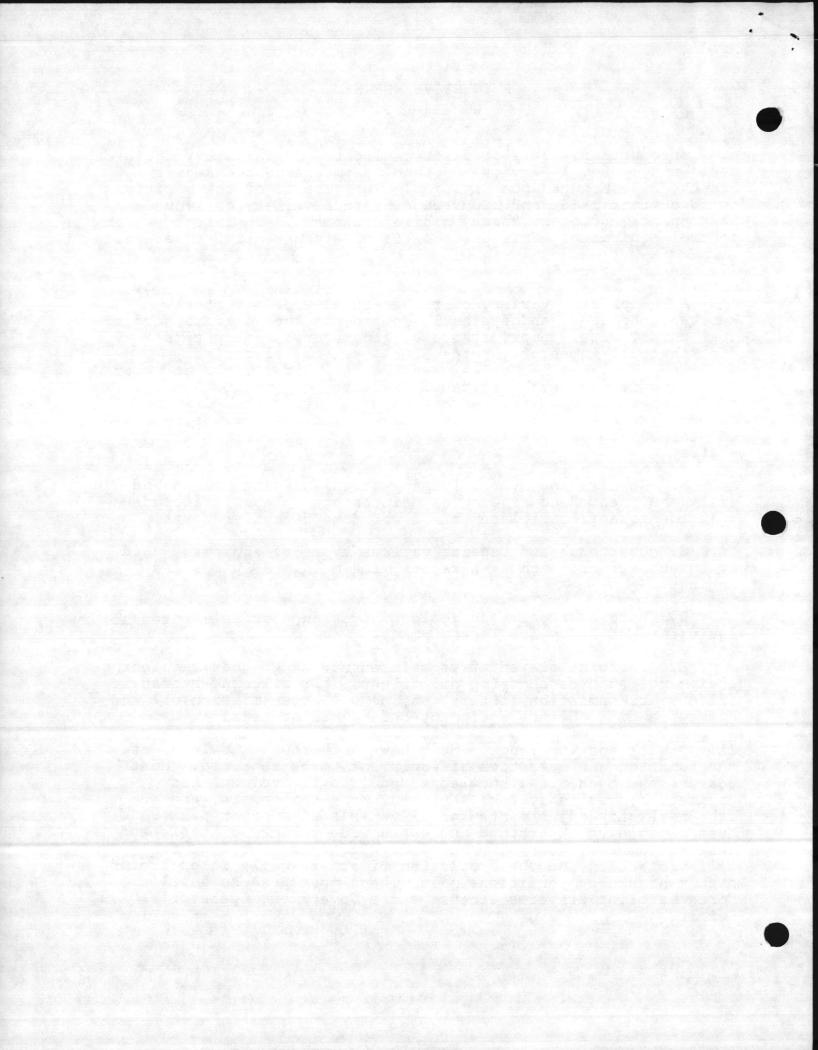
D. Remove, repair and replace tires on grounds maintenance equipment and heavy mobile equipment.

E. Performs preventative maintenance on grounds maintenance equipment, such as changing oil filters, air filters, hydraulic filters, transmission filters, engine oil, transmission oil and hydraulic oil. Cleans equipment before making repairs.

III. <u>Skill and Knowledge</u>. Must have a thorough knowledge of the function and operation of equipment to be repaired. Must possess the mechanical knowledge required to overhaul gas engines, hydraulic systems, and equipment components, and to make necessary adjustments and alignments with other parts. Must be able to understand and use a wide variety of tools and test equipment. Must take necessary safety precautions for self-protection and the protection of others while in or around highly hazardous conditions. Incumbent must possess a valid North Carolina driver's license and a Government Operator's Permit.



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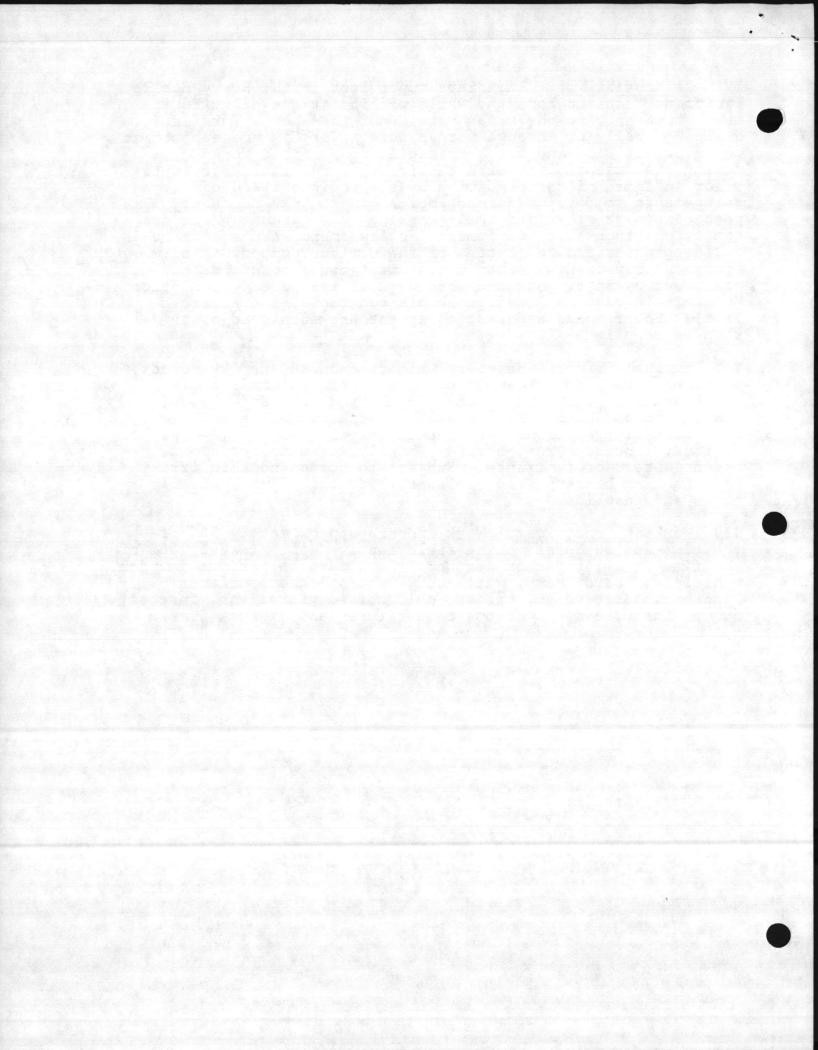


IV. Responsibility. Immediate supervisor is the Heavy Mobile Equipment Mechanic Foreman, while working at the Heavy Equipment Unit shop and the areas outside of the shop. Work is assigned orally or through work orders. Work is not subject to close supervision and the mechanic is responsible for determining the extent of repairs required. Incumbent keeps supervisor informed of the condition of the equipment and of steps being taken to correct discrepancies. Must take necessary precautions at all times while working in or around hazardous conditions such as toxic fumes. Follows manufacturers' manuals for clearances and tolerances of the various components of equipment repaired. Mechanic must meet trade standards or goals set by supervisor and observe all fire safety regulations. Mechanic is required to furnish his own tools (see attached list). Power tools and test equipment are furnished by the shop as required.

V. <u>Physical Effort</u>. Heaviest weights handled are 100 pounds, with help provided as required. Usual weights handled are 20 to 50 pounds. The work requires mechanics to stand, stoop, bend, stretch, climb, sit, crawl, or work in tiring and uncomfortable positions. Frequently exposed to cuts, scratches, bruises, shocks, burns, strains, highly toxic insecticides, rodenticides, or fumigants. Subject to burns and skin irritations from battery acid, poisons, hydraulic fluid, diesel fumes and gasoline.

VI. <u>Working Conditions</u>. Work indoors approximately 50% of the time and outdoors making field repairs approximately 50% of the time in all types of weather. Work must be performed under vehicles on hard, damp, wet, muddy, and/or sandy surfaces. Exposed to dirt, dust, grease, oil, noise, vibrations, insects, fumes, insecticides, various temperatures and exhaust fumes.

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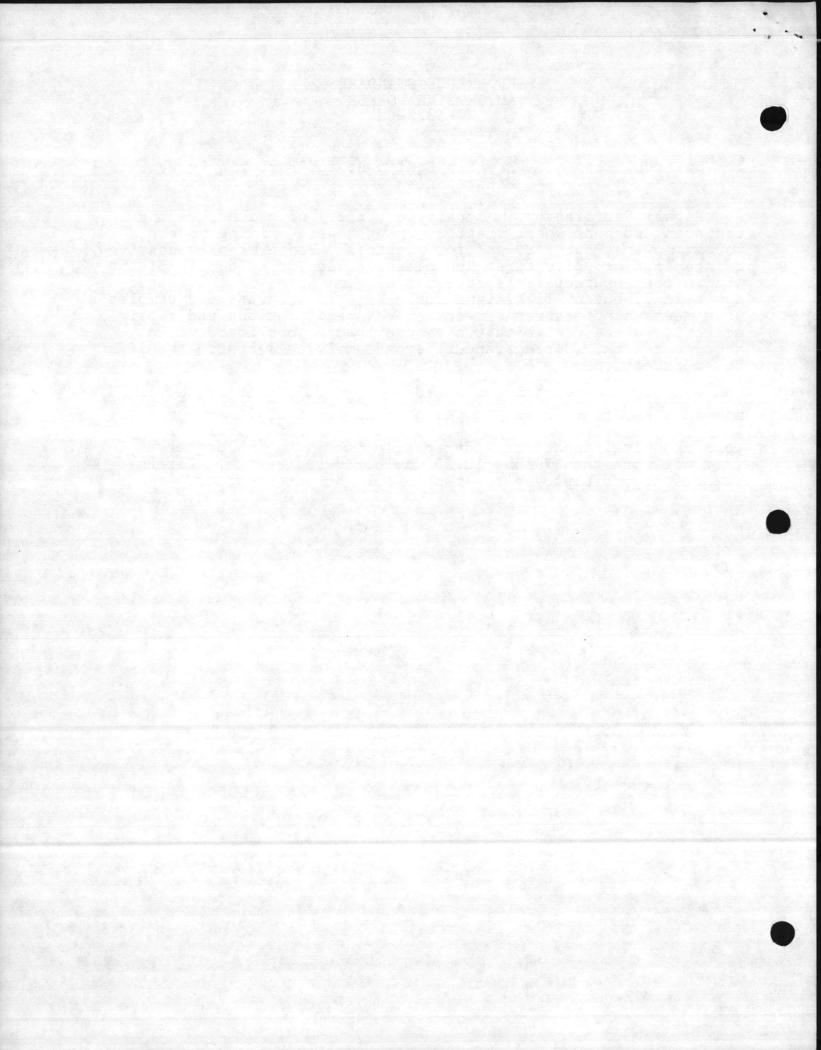
PERFORMANCE STANDARDS AUTOMOTIVE WORKER WG-5823-08

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1. Critical Element: Repairs Equipment and Performs Preventative Maintenance

<u>Highly Satisfactory</u>: Repairs a variety of groundskeeping equipment such as wheel tractors, gang mowers, riding mowers, rotary mowers, sprayers and for machines. Performs preventative maintenance, repairs tires and cleans equipment. Jobs completed within the manufacturer's recommended time frame or the inspector's in 10 out of 12 assignments. Work in progress and completed work meets manufacturer's recommended specifications and repair criteria to the degree that not more than 3 jobs in 50 would require rework. Circumstances beyond employee's control would be an exception.

<u>Marginal</u>: Jobs completed within the manufacturer's recommended time frame or the inspector's in 7 out of 12 assignments. Work in progress and completed work meets manufacturer's recommended specifications and repair criteria to the degree that not more than 7 jobs in 50 would require rework. Circumstances beyond employee's control would be an exception.



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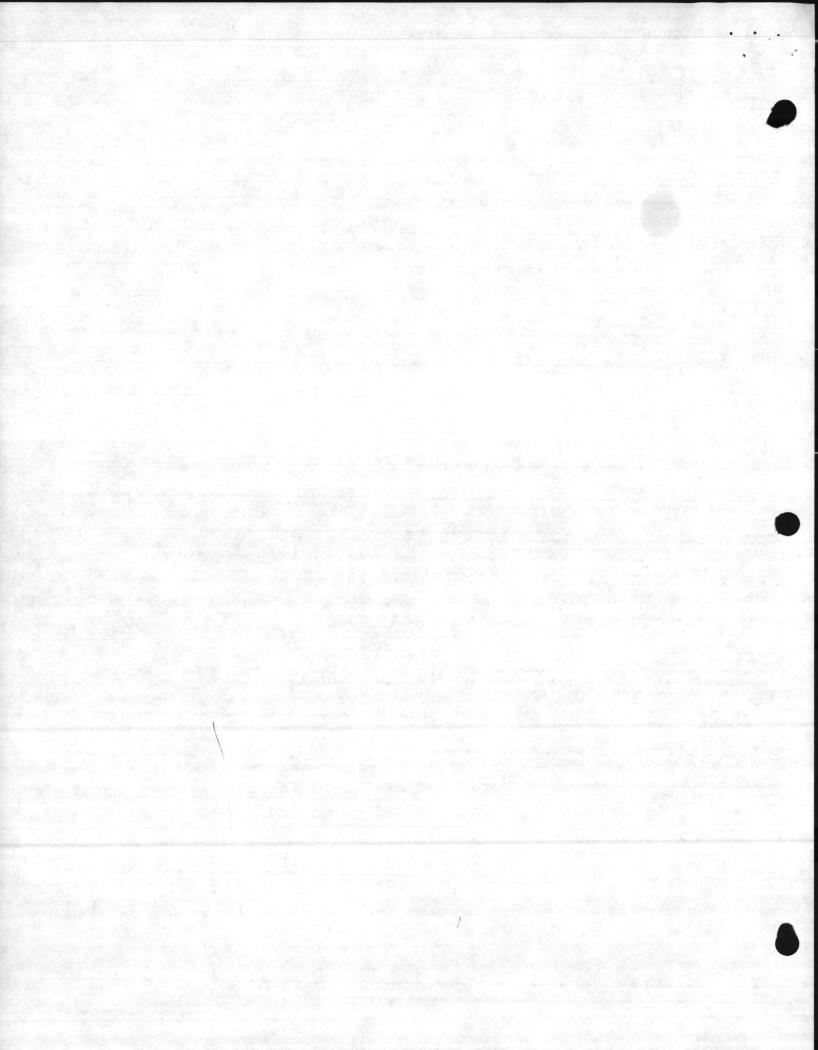
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AUTOMOTIVE WORKER

I. Introduction. This position is located in the Heavy Equipment Unit, General Services Section, Maintenance and Repair Branch, Base Maintenance Division. The purpose of the position is to perform major and minor repairs to a variety of grounds maintenance equipment, heavy mobile equipment, and insect vector control equipment. This position is of a non-sensitive nature.

II. Major Duties.

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A. Repairs a variety of rubber-tired wheel tractors. Removes and replaces gas engines and overhauls gas and diesel engines. Replaces shafts, bearings, rings, gears, piston, rods and grind valves. Removes, replaces, and overhauls components such as carburetors, fuel pumps, water pumps, starters, generators, alternators, distributors, injectors, pumps, fuel systems, electrical systems. Replaces batteries; repairs radiators; replaces water hoses and repairs brake systems. Repairs gang mowers, rotary mowers, farm disc units, hydro clippers. Replaces hydraulic motors, hydraulic lines, belts, brackets, plugs, points, condensors, coils, wheel bearings, seals, u-joints, drive shafts, and rebuilds hydraulic motors and pumps.

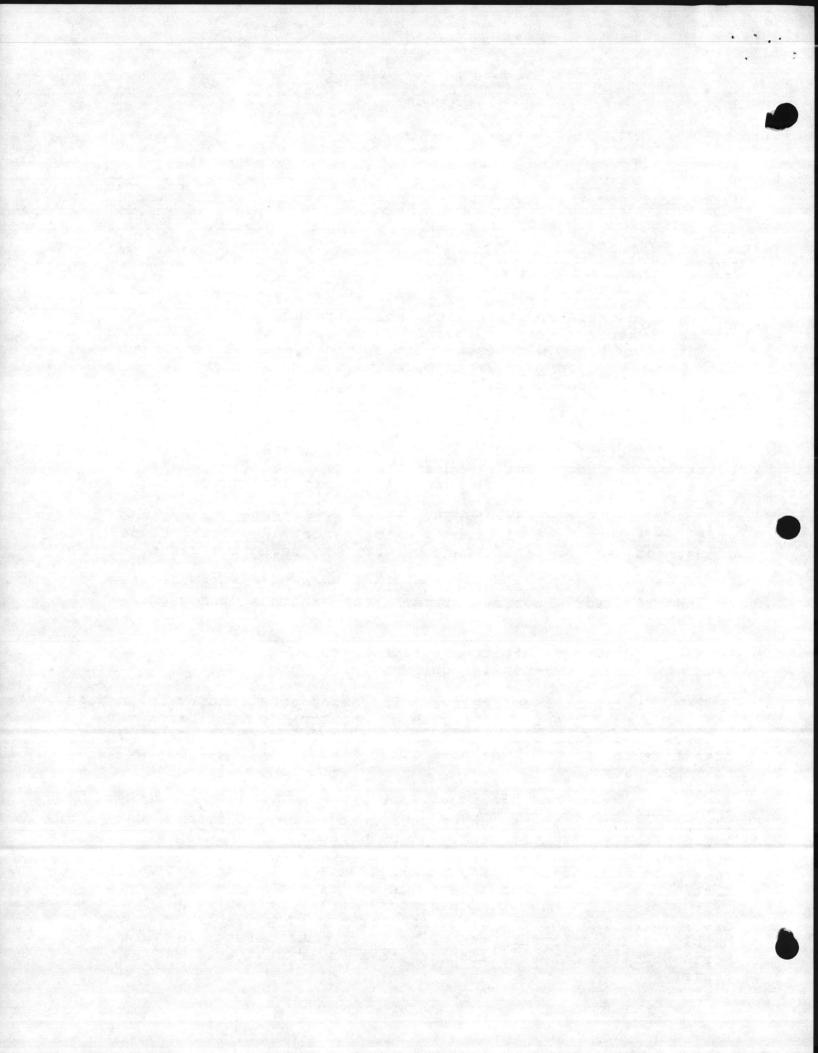
B. Repairs and overhauls gang mowers, riding mowers and small equipment used at Grounds Maintenance. Repairs include adjustments and/or replacement of worn and defective parts.

C. Overhauls and repairs various types of equipment used by Insect Vector, such as sprayers, fog machines, pumps and engines.

D. Remove, repair and replace tires on ground maintenance equipment and heavy mobile equipment.

E. Performs preventative maintenance on grounds maintenance and heavy mobile equipment, such as changing oil filters, air filters, hydraulic filters, transmission filters, engine oil, transmission oil and hydraulic oil. Cleans equipment before making repairs.

III. <u>Skill and Knowledge</u>. Must have a thorough knowledge of the function and operation of equipment to be repaired. Must possess the mechanical knowledge required to overhaul gas engines, hydraulic systems, and equipment components, and to make necessary adjustments and alignments with other parts. Must be able to understand and use a wide variety of tools and test equipment. Must take necessary safety precautions for self-protection and the protection of others while in or around highly hazardous conditions. Incumbent must possess a valid North Carolina driver's license and a Government Operator's Permit.



IV. <u>Responsibility</u>. Immediate supervisor is the Heavy Mobile Equipment Mechanic Foreman, while working at the Heavy Equipment Unit shop and the areas outside of the shop. Work is assigned orally or through work orders. Work is not subject to close supervision and the mechanic is responsible for determining the extent of repairs required. Incumbent keeps supervisor informed of the condition of the equipment and of steps being taken to correct discrepancies. Must take necessary precautions at all times while working in or around hazardous conditions such as toxic fumes. Follows manufacturer's manuals for clearances and tolerances of the various components of equipment repaired. Mechanic must meet trade standards or goals set by supervisor and observe all fire safety regulations. Mechanic is required to furnish his own tools (see attached list). Power tools and test equipment are furnished by the shop as required.

V. <u>Physical Effort</u>. Heaviest weights handled are 100 pounds, with help provided as required. Usual weights handled are 20 to 50 pounds. The work requires mechanics to stand, stoop, bend, stretch, climb, sit, crawl, or work in tiring and uncomfortable positions. Frequently exposed to cuts, scratches, bruises, shocks, burns, strains, highly toxic insecticides, rodenticides, or fumigants. Subject to burns and skin irritations from battery acid, poisons, hydraulic fluid, diesel fumes and gasoline.

VI. Working Conditions. Work indoors approximately 50% of the time and outdoors making field repairs approximately 50% of the time in all types of weather. Work must be performed under vehicles on hard, damp, wet, muddy, and/or sandy surfaces. Exposed to dirt, dust, grease, oil, noise, vibrations, insects, fumes, insecticides, various temperatures and exhaust fumes.

