



## JOB DESCRIPTION

*To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.*

### Lube Technician

**Department:** Engineering  
**Pay Grade:** 105  
**FLSA Status:** Non-exempt

#### JOB SUMMARY

Skilled, semi-skilled, and administrative work in the general and major repair of cars, trucks, and other City equipment. Work is performed under the general supervision of the Fleet Supervisor and Shop Foreman.

#### ESSENTIAL JOB FUNCTIONS

- Services all licensed vehicles and equipment (light and heavy vehicles/equipment).
- Performs limited mechanical and service work on all City light vehicles, trucks, and other equipment such as: front ends; four wheel brake repair and/or replacement; tire replacement/repair; electrical repair; tune-ups; carburetors/FI repairs; drive train repairs; etc.
- Picks up and delivers vehicles to various vendors.
- Repairs parts on vehicles and equipment.
- Maintains records, prepares reports, and other specialized maintenance records of equipment and mechanical equipment.
- Able to safely drive and operate different pieces of equipment on city property.
- Performs preventative maintenance such as checking air pressure on tires and oil levels for bulk oils and filters.
- Performs other job duties as assigned.

## **QUALIFICATIONS**

### **Education and Experience:**

High School diploma or an acceptable equivalency diploma (GED); and one (1) year of related experience. Additional experience may be substituted for education.

### **Special Qualifications:**

- Possession of a valid State of Florida driver's license.

### **Knowledge, Skills and Abilities:**

- Knowledge of mechanical aptitude.
- Knowledge of construction, assembly, adjustment, and maintenance of a wide variety of automobiles, trucks, and related equipment.
- Knowledge of all types of automotive shop tools.
- Ability to follow directions and have a mechanical aptitude.
- Ability to assist in repairing diesel and gasoline motors and pumps.
- Ability to diagnose worn or broken parts on engines.
- Ability to assist or perform tune-ups; electrical, brake, air conditioning, cooling system and exhaust system repairs; front end and clutch repairs; pumps and related equipment maintenance.
- Skill in applying methods and techniques of automotive or diesel repairs.
- Able to work with others in a team effort.

## **PHYSICAL DEMANDS**

The work is heavy work which requires exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. Additionally, the following physical abilities are required:

- Balancing: Maintaining body equilibrium to prevent falling while walking, standing or crouching on narrow, slippery, or erratically moving surfaces. The amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.
- Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms. Body agility is emphasized.
- Crawling: Moving about on hands and knees or hands and feet.
- Crouching: Bending the body downward and forward by bending leg and spine.
- Feeling: Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.
- Fingering: Picking, pinching, typing, or otherwise working, primarily with fingers rather than with the whole hand as in handling.
- Grasping: Applying pressure to an object with the fingers and palm.
- Handling: Picking, holding, or otherwise working, primarily with the whole hand.
- Hearing 1: Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discrimination in sound.
- Hearing 2: Ability to receive detailed information through oral communication, and to make the discrimination in sound.

- Kneeling: Bending legs at knee to come to a rest on knee or knees.
- Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. Occurs to a considerable degree and requires substantial use of upper extremities and back muscles.
- Mental Acuity: Ability to make rational decisions through sound logic and deductive processes.
- Pulling: Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.
- Pushing: Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.
- Reaching: Extending hand(s) and arm(s) in any direction.
- Repetitive Motion: Substantial movements (motions) of the wrist, hands, and/or fingers.
- Speaking: Expressing or exchanging ideas by means of the spoken word including the ability to convey detailed or important spoken instructions to other workers accurately and concisely.
- Standing: Particularly for sustained periods of time.
- Stooping: Bending body downward and forward by bending spine at the waist. Occurs to a considerable degree and requires full motion of the lower extremities and back muscles.
- Talking 1: Expressing or exchanging ideas by means of the spoken word including those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- Talking 2: Shouting in order to be heard above ambient noise level.
- Visual Acuity 4: Have visual acuity to operate motor vehicles and/or heavy equipment.
- Visual Acuity 5: Have close visual acuity to perform an activity such as: visual inspection involving small defects, small parts, operation of machines; using measurement devices; and/or assembly or fabrication parts at distances close to the eyes.
- Walking: Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.

#### **WORK ENVIRONMENT**

Work is performed primarily indoors or outdoors where exposure to noise, dust, fumes, grease or oils, and electrical energy are typically encountered during duties, in all weather conditions. Work is performed in areas where slippery surfaces may exist and with moving objects or vehicles.