



Office of Human Resources
Fleet Technician II - CJ3076
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General Statement of Duties

Performs intermediate or developing journey level fleet technician maintenance and repair work including routine mechanical work and minor overhauls to a wide variety of fleet and turf vehicles and equipment.

Distinguishing Characteristics

This is the second of a five level classification series of fleet technicians with progressively responsible duties. Fleet technicians are found in the fleet divisions at Denver Police Department, Denver International Airport, Denver Parks and Golf Divisions, or Denver Public Works. Positions in this classification are assigned to support fleet repair, inspection, and maintenance of light, medium, and/or heavy fleet and turf vehicles and equipment and using a variety of fuel technologies including gasoline, diesel, electric, CNG, and other alternative sources. Positions in this classification series may be required to provide and replace hand tools.

- Fleet Technician I: Entry Level;
- Fleet Technician II: Developing/intermediate level journey technician;
- Fleet Technician III: Full performance journey technician;
- Fleet Technician Lead: Lead worker;
- Fleet Technician Supervisor: First-line supervisor.

Essential Duties

Inspect, diagnose, disassemble, remove, clean, and replace defective parts/systems, and adjust to specified performance standards for assigned fleet vehicles.

Perform minor overhaul of engines and diagnose and repair engine and powertrain control systems using standard diagnostic equipment.

Perform minor overhaul of front, rear, and all-wheel drive systems; manual, automatic, constant velocity transmission (CVT), electronic transmissions, standard and limited slip differentials, and electric and manual transfer cases.

Evaluates and repairs computerized engine controls including emissions and safety systems.

Perform minor repair of vehicle power plants and electrical systems. Repair charging, starting, and electrical systems. Repair electronically and mechanically controlled hydraulic systems.

Repair vehicle heating, ventilation, and air conditioning (HVAC), belts, hoses, water pumps, and related parts including refrigerant recycling and all component repair and replacement and exhaust systems.

Repair suspension and steering systems. Performs two and four-wheel alignments on equipment using standard equipment and electronically controlled steering systems.

Repair and replace braking systems including anti-lock braking systems (ABS) and traction control systems.

Repair and replace active restraint systems including collision avoidance, parking aid, and occupant classification systems.

Repairs mechanical, hydraulic, and pneumatic systems and apparatus.

Fabricate, weld, and repair parts using standard welding techniques and tools which includes design and installation of specialized equipment and mounting systems.

Install and repair specialized safety or City-required equipment such as light bars and controls, strobes, sirens, lift frames and arrow boards, consoles, and electrical or computerized vehicle interfaces.

Prepare and maintain documentation, records, and reports. Prepares inspection reports to identify and document vehicle accident damage and needed repairs.

Manages and tracks assigned work orders for equipment repairs and maintains documentation, records, and reports through Computerized Maintenance Management System (MyTurf-TORO Company, Faster, MAXIMO etc.).

Observes all common shop safety standards.

Responds to field service calls and performs preventive maintenance on equipment in shop or in field locations.

By position, participates in snow removal duties.

By position, trains and reviews the work of lower level technicians. Assists higher-level technicians and trains on increasingly complex repairs, maintenance, and inspections.

By position, may be required to be on-call to address emergent needs.

Performs other duties as assigned.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

Competencies

Decision Making – Specifies goals and obstacles to achieving those goals, generates alternatives, considers risks, and evaluates and chooses the best alternative in order to make a determination, draw conclusions, or solve a problem.

Reading - Understands and interprets written material, including technical materials, rules, regulations, instructions, reports, charts, graphs, or tables; applies what is learned from written material to specific situations.

Reasoning - Identifies rules, principles, or relationships that explain facts, data, or other information; analyzes information; and makes correct inferences or draws accurate conclusions.

Technical Competence - Uses knowledge that is acquired through formal training or extensive on-the-job experience to perform one's job; works with, understands, and evaluates technical information related to the job; advises others on technical issues.

Technical Problem Solving - Troubleshoots, diagnoses, analyzes, and identifies system malfunctions to determine the source and cause of the problem.

Knowledge & Skills

Knowledge of internal combustion engine ignition, carburetion, fuel and electrical systems sufficient to be able to perform maintenance, repair and major overhaul of diesel, gasoline, electric, and alternate fuel systems.

Knowledge of mechanical, hydraulic, and pneumatic systems sufficient to be able to perform diagnosis, maintenance and repair

Knowledge of heating, cooling, air conditioning, and exhaust systems sufficient to be able to perform diagnosis, maintenance and repair.

Knowledge of safety hazards and necessary safety precautions sufficient to be able to establish a safe work environment for self and others.

Knowledge of machines and tools, including their designs, installation, uses, repair, and maintenance.

Knowledge of motor vehicle engines, parts, and systems, including their designs, users, repair, and maintenance.

Knowledge of Computerized Maintenance Management System (CMMS).

Skill in using tools, equipment, and mechanic shop equipment common to light and heavy equipment diagnosis, maintenance, and repair.

Skill in tuning a variety of models and types of engines.

Skill in diagnosing, maintaining and repairing electrical systems, mechanical hydraulic systems, pneumatic systems, and various types of transmissions and related components.

Level of Supervision Exercised

By position, performs lead work.

Education Requirement

Graduation from high school or the possession of a GED, HiSET or TASC Certificate.

Experience Requirement

Two (2) years of experience in the diagnosis, repair and maintenance of gasoline or diesel-powered equipment.

Education & Experience Equivalency

Additional appropriate education may be substituted for the minimum experience requirements.

Licensure & Certification

By position, requires a valid Driver's License at the time of application.

By position, requires a valid Commercial Driver's License (CDL "A") with appropriate endorsements by the end of probation.

By position, requires a valid Commercial Driver's License (CDL "B") with appropriate endorsements by the end of probation.

By position, requires certifications in Airbrake and/or Refrigerant Recovery & Recycling as mandated by federal regulations by the end of probation.

By position, requires Colorado Refrigerant Registration and a Colorado State Emission inspection license by the end of probation.

By position, requires Motor Vehicle Air Conditioning as certified under section 609 of the Clean Air Act by an EPA-approved program by the end of probation.

By position, requires Underground Storage Tank Class A, B, or C Operator Certification by the end of probation.

Licenses and certifications must be kept current as a condition of employment.

Working Environment

Potential exposure to hazards from electrical/mechanical/power equipment.

Potential exposure to: toxic chemicals.

Potential exposure to infections and contagious diseases.

Potential exposure to: cold temperatures, cold enough to cause bodily discomfort.

Potential exposure to heat temperatures, hot enough to cause bodily discomfort.

Potential exposure to extreme temperature changes.

Wet: frequent contact with water or other liquid.

Potential exposure to: humid conditions with high moisture content to cause bodily reactions.

Atmospheric Conditions: conditions that affect the skin, eyes or respiratory system.

Subject to: long irregular hours.

Subject to: many interruptions.

Subject to: varying and unprecedented situations.

Subject to: burns and cuts.

Subject to: injury from moving parts of equipment

Noise: sufficient noise to cause distraction or possible hearing loss.

Subject to: vibrations and strain on the body to cause bodily harm if endured daily.

Potential exposure to hazardous conditions where there is danger to life, body, and/or health.

Subject to: hazards from flammable and explosive gases.

Subject to precarious or high locations.

Level of Physical Demand

3-Medium (20-50 lbs.) to 4-Heavy (50-100 lbs.)

Physical Demands

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs.):

Balancing: Maintaining equilibrium.

Carrying: Transporting or moving an object.

Climbing: Ascending or descending an object or ladder.

Color vision: Ability to distinguish and identify different colors.

Crawling: Moving about in a low or crouched position.

Crouching: Positioning body downward and forward.

Eye/Hand/Foot Coordination: Performing work through using two or more body parts or other devices.

Field of Vision: Ability to sharply detect or perceive objects peripherally.

Fingering: Picking and pinching, through use of fingers or otherwise.

Handling: Seizing, holding, grasping, through use of hands, fingers, or other means.

Hearing: Perceiving and comprehending the nature and direction of sounds.

Kneeling: Assuming a lowered position.

Lifting: By position, moving objects weighing no more than 50 pounds, or 100 pounds from one level to another.

Pulling: Exerting force upon an object so that it is moving to the person.

Pushing: Exerting force upon on object so that it moves away from the person.

Reaching: Extending the hands and arms or other device in any direction.

Repetitive motions: Making frequent or continuous movements.

Sitting: Remaining in a stationary position.

Standing: Remaining in a stationary position.

Stooping: Positioning oneself low to the ground.

Talking: Communicating ideas or exchanging information.

Vision Far Acuity: Ability to perceive or detect objects clearly at 20 feet or more.

Vision Near Acuity: Ability to perceive or detect objects at 20 inches or less.

Walking: Ability to move or traverse from one location to another.

Background Check Requirement

Criminal Check

Employment Verification

By position, Motor Vehicle Record

Licenses/Certification

Assessment Requirement

None

Probation Period

Six (6) months.

Class Detail

Pay Grade: J-619

FLSA Code: N

Established Date: 9/21/2018

Established By: BM

Revised Date: 10/01/20

Revised By: LS

Class History:

Revised job description to include essential duties for DPR.