



DEPARTMENT OF HUMAN RESOURCES

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4246

Motor Vehicle Repairperson

GENERAL DEFINITION

This is skilled work with responsibility for the maintenance and repair of gasoline driven automotive and related equipment. Work includes the mechanical repair and maintenance of standard and specialized automotive equipment in accordance with standard training practices. Employee works independently, however oral instructions are received as the nature of work to be performed.

TYPICAL EXAMPLES OF WORK

- Performs general overhaul and repair work on automotive and mechanical equipment
- Inspects, adjust and replaces necessary units and related parts including valves, pistons and main bearing assemblies, and cooling, fuel and exhaust systems
- Repairs and overhauls brakes, ignition systems, transmissions, differentials, front and rear-end assemblies; repairs and installs hydraulic controls, tunes motors
- Takes down, repairs and reassembles air compressors, pumps and related equipment
- Inspects, repairs, overhauls and assemble automotive electrical equipment such as generators, distributors, magnetos and starters
- Service automotive equipment with gasoline and oil, check batteries and tires and repairs as necessary
- Uses mechanical hand power driven tools, and equipment such as grinders, testing and welding equipment and other shop tools and equipment; and
- Other related, necessary duties as required by the Department Director/Supervisor

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES

- Considerable knowledge of the standard practices, equipment and tools of the automotive mechanic trade
- Some knowledge of the operating principles of gasoline engines
- knowledge of the occupational hazards and of the safety precautions of the automotive mechanic trade
- Skill in the use and operations of tools and machinery used in mechanical repair work
- Skill in locating and adjusting defects in motor equipment
- Ability to understand and carry out oral and written instructions
- Ability to adapt available tools and repair parts to specific repair problems
- Completion of high school or equivalent
- Considerable experience in the automotive mechanic trade

- Possession of an inspection license as issued by the State Department of Transportation
- Possession of a valid motor vehicle operator's license as issued by the Commonwealth of Pennsylvania
- Other related, necessary duties as required by the Department Director/Supervisor

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE

Completion of the eighth (8th) school grade.

Considerable experience of the automotive mechanical trade.

Possession of an inspection license issued by PA.

Possession of a valid commercial motor vehicle operator's license (C.D.L.) as issued by PA.