



DEPARTMENT OF HUMAN RESOURCES

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

MECHANIC

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.

ESSENTIAL JOB FUNCTIONS

- Performs general overhaul & repair work on automotive & mechanical equipment.
- Inspects, adjusts and replaces necessary units and related parts including valves, pistons, & 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 assembles automotive electrical equipment such as generators, distributors, magnetos and starters.
- Service automotive equipment and gasoline and oil, checks batteries and tires and repairs as necessary
- Uses mechanical hand and power-driven tools and equipment such as grinders, testing and welding equipment and other garage shop tools and equipment; and
- Other related, necessary duties as required by the Department Director/Supervisor.

REQUIRED TRAINING, EXPERIENCE, KNOWLEDGES, SKILLS AND ABILITIES

- Considerable knowledge of the standard practices and equipment used in the automotive mechanic trade.
- Considerable knowledge of the operating principles of gasoline engines
- Considerable knowledge of the occupational hazards and safety precautions of the 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/parts to specific problems.
- Completion of High School or equivalent.
- Considerable experience of the automotive mechanical trade.
- Possession of an inspection license as issued by the State Department of Transportation; and
- Possession of a valid motor vehicle operator's license as issues by the Commonwealth of Pennsylvania.