



# Recruitment Announcement

# EQUIPMENT MECHANIC

**SALARY RANGE:** \$3321 - \$4038 monthly

**FINAL FILING DATE:** Tuesday, July 25, 2017, 4:00 p.m.

**Faxed or E-Mailed Completed Applications Will Not Be Accepted/Postmarks Will Not Be Accepted**

The City of Sonora is seeking individuals, under general supervision, to perform preventive maintenance, skilled repairs, and outfitting of a wide variety of City vehicles, including light to heavy-duty trucks and construction equipment; and performs related work as assigned. The City will be establishing an eligibility list and will fill one full-time/benefited position upon its establishment.

## **CITY OF SONORA**

The City of Sonora was founded in 1848 as one of the original gold rush towns in California. Sonora was incorporated in 1851, making it one of the oldest cities in the State. It is the County Seat of Tuolumne County, with a population of approximately 4500 and serves as the commercial center for the surrounding area. Sonora enjoys natural beauty, year round recreational opportunities, mild winters and warm summers. Sonora has a high visitor population due to its close proximity to Yosemite, as well as many lakes and ski resorts. The City has a full service hospital, a grammar and high school, and Columbia Community College is nearby. The rural community and its people make Sonora an attractive place to live and work.

## **THE POSITION**

Duties may include, but are not limited to road tests, inspects and troubleshoots automotive, light and heavy duty trucks, and construction equipment to assess their condition and determine needed repairs; discusses equipment problems with users and consults with the Supervising Mechanic as necessary; tunes, repairs and performs overhauls of gasoline and diesel engines; fabricates special parts and outfits new equipment for City service; adjusts, repairs, replaces and/or rebuilds carburetors, fuel injection systems and other fuel system components; installs, troubleshoots, adjusts, replaces and repairs and rewires electrical components, such as ignitions, signals, lights, air bag systems, and electrical controls, including computer controlled components; repairs and rebuilds hydraulic and pneumatic apparatus such as backhoes, street sweepers, loaders, and forklifts; adjusts and repairs or rebuilds drum and disk braking systems, valves, master cylinders, pneumatic or other hydraulic controls, and anti-lock braking systems; repairs and replaces suspension and steering components; adjusts, repairs, overhauls, or prepares to outsource automatic and manual transmissions, differentials, transfer cases, power take off drives, clutches, and related drive train components; uses welding and cutting equipment to make repairs or modify equipment; performs limited body and frame repair, including painting of City vehicles and equipment; orders material and supplies required for maintenance and repair work; repair and maintains hand held and walk behind power equipment; keeps accurate written and computerized records of work performed, as well as time and materials used by job and vehicle; performs on-site field repairs to stationary or disabled equipment; assumes shop operations in the absence of the Supervising Mechanic.

## **QUALIFICATIONS, EDUCATION & EXPERIENCE**

**Knowledge of:** tools and equipment used in servicing/repair of automobiles, light and heavy duty trucks, construction equipment, and snow removal equipment, including hydraulics; use, adjustment, and care of test equipment, and hand and power tools common to the trade; safe working practices; principles and practices of gasoline and diesel engine maintenance and repair; purchasing principles, including recognizing and staying within the constraints of department budgets.

**Skill In:** testing, troubleshooting, diagnosis, and making repairs to, and performing preventative maintenance to, gasoline and diesel powered automotive, light and heavy duty trucks, and construction and maintenance equipment; operating computerized diagnostic, testing, and troubleshooting equipment, operating welding equipment and a variety of power tools; computerized record keeping and procurement; body and frame repair, including painting of equipment; following oral and written instruction; communicating effectively with equipment users and other shop personnel; reading and interpreting repair manuals and schematic diagrams.

**Education/Experience:** All applicants must possess a high School diploma or a G.E.D. Two years' experience as a journey level equipment mechanic, or two years of experience comparable to a journey level equipment mechanic with some course work or training to demonstrate attainment of the required knowledge and skills.

## **SPECIAL REQUIREMENTS**

1. Must possess a valid Class C California Driver's License, and have a responsible driving record. **To show proof of a responsible driving record, each applicant must attach a current copy (dated no later than 30 days from final filing date) of their DMV Driving Record to their completed application form.**
2. Must obtain a Class B driver's license within six months of hire date.
3. Must be able to lift and maneuver heavy parts and equipment.

## **SELECTION PROCESS**

1. All applicants must complete a standard City of Sonora "Application for Employment" form and provide a current copy of their DMV driving record.
2. Applications will be reviewed for possession of minimum qualifications.
3. Written Examination, developed by CPS and Practical Written Exercise
4. Oral Interview
5. Background
6. Medical Examination (*Including Drug Screen*). Examination will be administered once a conditional offer of employment has been made and accepted.

Applications will be reviewed for possession of the minimum qualifications. In the event a large number of applicants possess the minimum qualifications, applicants who appear to be the most qualified based on their breadth and recent experience will be invited to compete in the testing process, which consists of a written examination, practical written exercise and an oral board evaluation (100%). Candidates who receive a score of 70% or more will be placed on an eligibility list.

*The City of Sonora reserves the right to utilize alternative testing methods if deemed necessary and reserves the right to cease the hiring process at any time.*

*~Information contained herein does not constitute an expressed or implied contract, as it is subject to change.*

*~Pursuant to the immigration reform and control act of 1986, the appointed applicant will be required to verify that s/he is a United States citizen or an alien that is authorized to work in the United States.*

*~The City of Sonora will make every effort to accommodate applicants that have disabilities that would not allow them to compete in the announced testing process. Applicants are asked to indicate their requests for accommodation with submittal of their application.*

Applications may be obtained at the following location:

City of Sonora Administration, City Hall  
94 North Washington Street, Sonora, California 95370  
(209) 588-8946 or at [www.sonoraca.com](http://www.sonoraca.com)

Completed applications must be submitted to the City of Sonora, at the above address, by the final filing date of Tuesday, July 25<sup>th</sup>, 2017, 4:00 p.m. **Faxed Or E-Mailed Completed Applications Will Not Be Accepted/Postmarks Will Not Be Accepted**

*THE CITY OF SONORA IS AN EQUAL OPPORTUNITY EMPLOYER*

## **EMPLOYMENT INFORMATION**

**APPOINTMENT:** All new employees are required to take the loyalty oath, as required by the State of California, and to be fingerprinted prior to employment.

**SALARY:** Appointments are normally made at the first step (A), but may be made at Step A through D, depending on qualifications/experience. Increases will be granted after each year, based on a satisfactory performance evaluation and approval by the City Administrator, until the maximum step of salary range is reached.

**MEDICAL EXAMINATION:** Once an offer of employment had been made and accepted, a medical examination (*including drug screen*) will be conducted at City expense. If the examination provides substantive evidence that the employee's health will provide an undue hardship for the City, and that reasonable accommodations cannot be made, and the undue hardship will persist, the City has the authority to withdraw the employment offer. You are cautioned not to quit or give notice to present employers until both examinations have been completed and successfully passed.

**BACKGROUND CHECK:** References, Employment History and Work Experience will be verified through a Background Investigation.

**PROBATION:** 12 Month Probation. The probationary period shall be regarded as a part of the testing process and shall be utilized for closely observing the employee's work performance. Upon successful completion of the probationary period, an employee will become a regular, permanent employee.

**BENEFITS:** CalPERS: Classic 2.7% @ 55 with employee's portion of 8%, New: 2.7@62 with employee's portion of 6.5%; 15 holidays (including 3 floating holidays); Vacation: 80 hours for first 5 years, 120 hours after 6 years, 160 hours after 11 years, and 200 hours after 21+ years, with an accrual ceiling of 2 years; Sick Leave: 120 hours per year, unlimited accrual; Medical, Dental, Vision, Life, and Long Term Disability (*LTD for employee only*) plans are provided for employee and dependents with City paying 100% of premiums. Credit Union, Deferred Compensation, and Computer Purchase Plans available. The City also has an Employee Down Payment Assistance Program for the purchase of a home (*eligibility requirements apply*).