

THE CITY OF LOS ANGELES



CIVIL SERVICE COMMISSION

**CLASS SPECIFICATION**

12-14-2023

**SENIOR HEAVY DUTY EQUIPMENT MECHANIC, 3745**

**Summary of Duties:** A Senior Heavy Duty Equipment Mechanic supervises and works with a small group of employees performing journey-level work in the maintenance and repair of construction, road maintenance, marine, firefighting equipment, or special build equipment.

**Class Characteristics:** Employees of this classification normally work on construction, road maintenance, marine, firefighting, buses, and other equipment generally of a heavy nature and requiring special techniques and practices. Occasionally, they may do some automobile and truck maintenance and repair work similar to that of an Equipment Mechanic. A Senior Heavy Duty Equipment Mechanic may work in a construction equipment repair shop or may be assigned to make repairs in the field, sometimes under inclement weather conditions. When in the field, employees in this classification must rely on their own judgment in determining the type and extent of repairs needed and whether or not the work can be done in the field. A Senior Heavy Duty Equipment Mechanic may be required to hand fit and adjust various parts made for special equipment, using hand tools and common shop machines such as drill presses and grinders. The work does not require the skilled operation of precision machine tools, although the use of overhead cranes and other hoisting gear is necessary. Employees of this classification may be assigned to work with an apprentice for training purposes.

A Senior Heavy Duty Equipment Mechanic is a working supervisor, as distinguished from a full craft supervisor who rarely works with tools. The amount of craft supervision received by a Senior Heavy Duty Equipment Mechanic depends largely upon the extent to which the volume and location of the work requires the services of a full supervisor.

**Examples of Duties:**

- Directs and supervises Heavy Duty Equipment Mechanics engaged in the maintenance and repair of heavy construction, road maintenance, or firefighting equipment, while performing similar work;
- Supervises other employees engaged in assisting the Heavy Duty Equipment Mechanics or performing related work;
- Examines equipment, inspector's job reports, instructions, and other data;
- Inspects work while in progress and upon completion for conformance to appropriate standards of quality, inspector's job reports, blueprint, specifications, and instructions;
- Advises journey-level mechanics concerning methods and procedures and assigns helpers to them for scheduled apprentice instruction;
- May lead a small crew of mechanics in making repairs in the field;
- May determine the extent and nature of work necessary and assign appropriate personnel to the job;
- May direct the repair and servicing of automobiles, trucks, and similar equipment;
- Arranges inspection and repair schedules;
- Reviews warranty repairs with vendors;
- Determines repair and servicing needs in the field;

- Consults and advises various construction personnel as to mechanical conditions and problems;
- Prepares cost estimates of repair work for approval of supervisor;
- Orders parts and materials as required;
- Checks and compiles work, time, and material reports prepared by subordinates;
- Works with computers and diagnostic equipment;
- Accesses fleet management software to coordinate and track equipment and employees as it relates to their respective section;
- Makes oral and written reports pertaining to repair work;
- Operates equipment in testing and drives automotive equipment as necessary; and
- May occasionally be assigned other duties for training purposes or to meet technological changes or emergencies.

**Minimum Requirement:** Two years of full-time paid journey-level experience as a Heavy Duty Equipment Mechanic, or in a class which is at that level in the maintenance and repair of construction, road maintenance, marine, or firefighting vehicles.

**License:**

- A valid California Driver's License is required prior to appointment.
- Some positions may require a valid California Class A and/or Class B driver's license with an Interstate Medical Examiner's Certification prior to appointment. Hazardous Materials, Tank, Double/Triples, or Passenger Endorsements may be required at the time of appointment.

**Physical Requirements:**

- Strength to perform average lifting of up to 35 pounds and occasionally over 70 pounds;
- Back and leg coordination involved in activities such as stooping, kneeling, crouching, and crawling to an unusual extent;
- Arm, hand, and finger dexterity with both hands involved in reaching, handling, and feeling;
- Good hearing ability for diagnosing vehicles;
- Good eyesight; and
- Working in confined spaces and working outdoors.

Persons with disabilities may be able to perform the essential duties of this class with reasonable accommodation. Such accommodation will be evaluated on a case by case basis and depend, in part, on the specific requirements for the job, the limitations related to the disability, and the ability of the hiring department to reasonably accommodate the limitations.

**As indicated in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory, and not restrictive. It is not intended to declare what all of the duties and responsibilities of any position shall be.**