

City of DeFuniak Springs

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DeFuniak Springs, FL 32435



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www.defuniaksprings.net

JOB NOTICE **AUTOMOTIVE MECHANIC – SHOP DEPARTMENT**

Post Date: April 15, 2021

Close Date: Open Until Filled

FLSA Status: Non-Exempt

Starting Pay Range: 13.68-21.08 DOQ

Job Summary:

This position is responsible for automotive repair, maintenance and cleaning of the shop, working on fleet vehicles, and work in the field when necessary. Typical work schedule will be four 10 hour days from 7 a.m. till 5 p.m. Subject to be called in on a holiday or during an emergency situation.

Essential Job Functions:

- Helps to clean and maintain the shop
- Works on fleet vehicles when maintenance is required.
- Disassembles defective equipment, such as gasoline pumps, air compressors, and dynamometers.
- Replaces defective parts, using pipe fitting and welding tools.
- Reassembles, adjusts, and tests repaired equipment.
- Installs new equipment and specialize in the repair of other types of automotive service equipment.
- Works in field when necessary to repair vehicles that can't make it to shop.
- Takes daily master fuel readings & fuel depth readings at tanks.
- Takes end of month fuel readings
- Keeps track of oil & filter reorders
- Completes repair work orders on every job.
- Ensures proper safety standards and precautions are followed and enforces the use of PPE's (**P**ersonal **P**rotective **E**quipment).
- Works in emergency situations and conditions as may be required.
- Adheres to all safety rules and regulations.
- Adheres to work schedule and attendance requirements.
- Performs other duties as directed and required.
- Must create a positive public image as a representative of the city.

Position Qualifications:

Graduation from a standard high school or GED obtained. Attended and graduated from an automotive vocational/technical school, or any combination of training and experience which provides the required knowledge, skills and ability to be mechanically competent. A progressively demonstrated skill of at least five (5) years experience and aptitude for performing responsible automotive work, preferably in the public sector. Knowledge of automotive computers will be helpful in this environment. Requires a valid driver license.

Applications may be obtained by visiting the City's website at www.defuniaksprings.net or City Hall, 71 US Hwy 90 West, DeFuniak Springs, Florida 32433. For more information, please contact the human resources department at 850-892-8500x119.

The City of DeFuniak Springs is an Equal Opportunity/Affirmative Action/ADA Employer/Drug Free Workplace. The City provides equal employment opportunities to all employees and applicants for employment without regard to race, color, ancestry, national origin, gender, sexual orientation, marital status, religion, age, disability, gender identity, results of genetic testing, or service in the military.