King County
Classification Specification

9332100
TRANSIT EQUIPMENT SERVICE WORKER

Class Summary

The responsibilities of this classification include performing routine maintenance on gasoline powered automotive equipment; hybrid and diesel powered coaches; electric powered trolleys; and other motorized and auxiliary equipment. Responsibilities may also include loading, delivering and storing parts, components and materials when assigned as a stores driver.

Distinguishing Characteristics

This is the first of a two-level Equipment Service Worker classification series. Work involves performing basic automotive and heavy-duty equipment servicing and maintenance. Work includes assisting mechanics as requested, performing a variety of shop duties typical of an equipment repair shop environment, and maintaining shop and service records. Work may also involve preparing, loading, transporting and storing a variety of materials using forklifts, pallet jacks, overhead cranes and similar equipment when assigned as a stores driver. Work requires compliance with all applicable federally mandated safety-sensitive requirements. Work is performed under the general supervision of a Lead Transit Equipment Service Worker and higher-level vehicle maintenance supervisors.

Examples of Duties (May vary by position)

1. Inspect coaches, automotive and heavy-duty equipment for service and maintenance needs; report noted defects and malfunctions to mechanics as required.
2. Service equipment with fuel, oil, hydraulic, coolant and related fluids; check and perform service on various types of auxiliary equipment; check and service batteries; consult maintenance and service manuals for maintenance requirements and service intervals.
3. Change engine oil and filters on all types of equipment; lubricate chassis and other system components; perform minor repairs on engines, auxiliary equipment and accessories; mount and dismount tires on coaches, automotive and heavy-duty equipment, trailers and similar vehicles; install and remove tire chains.
4. Clean and wash equipment; operate high-pressure steam cleaning equipment; steam clean vehicles including undercarriages bumper-to-bumper; steam clean parts and deliver parts as required; clean and maintain chemical balance in hot tanks; clean shop and work areas; clean and maintain tools and repair equipment; assist in storekeeping duties.
5. Probe and empty revenue fare box into cash vault; park and direct vehicles to parking stalls; pick up and deliver parts as needed among transit bases.
6. Maintain service records; record time spent, work performed and materials used; enter and extract data in automated vehicle maintenance systems.

When assigned as Stores Driver:

7. Operate vehicle to deliver parts and materials to a variety of transit facilities located throughout the county; operate forklifts, pallet jacks, overhead cranes and related material handling and warehouse equipment.
8. Prepare components for delivery and package in various types of boxes, containers and carriers; place items on pallets, load and unload materials; store materials and components in proper location; ensure materials are properly labeled and protected from damage; comply with all safety related policies and procedures.
9. Perform other duties as assigned.

Knowledge/Skills

Knowledge of basic automotive service and repair, common hand tools and shop equipment

Knowledge of the operation and safe use of forklifts, pallet jacks, overhead cranes and related warehouse equipment (when assigned as stores driver)

Knowledge of industrial safety rules, shop safety rules and applicable procedures that apply to a vehicle repair facility

Communication skills

Customer service skills

Interpersonal skills

Basic computer skills required to enter and extract information from automated vehicle maintenance systems and related software applications

Skill in basic mathematics and recordkeeping

Skill in working with a variety of individuals from diverse backgrounds

Skill in establishing and maintaining effective working relationships

Licensing, Certification and Other Requirements

Washington State Driver License (some positions)

Commercial Driver License with appropriate endorsements as required (some positions)

Applicants must be at least 18 years of age

Must pass drug and alcohol testing provisions for safety sensitive positions as required by the U.S. Department of Transportation, 49 CFR Parts 40 and 655

Willingness and availability to work different shifts on weekdays, nights, weekends and holidays

This is a classification specification and not an individualized job description. Additional minimum qualifications may be established for individual positions based on business needs and are specified in position announcements as appropriate.

FLSA Designation	**Non-Exempt**
Service Status	Career Service
Levels within same series	Transit Equipment Service Worker, Transit Equipment Service Worker - Lead
Class History	Updated 10/2010 Updated Description; changed format Changed Title: Equipment Service Worker