

Specification for Class of

AUTOMOTIVE MECHANIC SUPERVISOR 1

**Abolished Effective July 1, 2007**

Definition: Supervises automotive mechanics, automotive body repair technicians and/or directs a crew of inmates of correctional institutions, and performs skilled work in mechanical repairs to automobiles and other motorized vehicles under 15,000 GVW or body and fender repairs.

Distinguishing Characteristics: In the Department of Corrections, positions at this level directing a crew of inmates either are limited to two positions per institution or must direct crews consisting of three or more inmates.

Typical Work

Plans, lays out, directs and inspects work of crew of automotive mechanics and helpers or crew of residents engaged in repair of automotive, farm and heavy construction equipment;

Performs skilled automotive mechanical work;

Establishes and carries out regular equipment inspection, service and maintenance schedules;

Inspects equipment and diagnoses trouble;

Confers with supervisors and others on use, maintenance and repair or disposal of equipment; determines material and personnel requirements;

Keeps records; makes reports;

Orders parts and establishes procedures for operation of parts-storage unit;

Performs other work as required.

Knowledge and Abilities

Knowledge of: standard practices, methods, materials, tools and equipment of automotive mechanic trade; principles of operation of

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internal combustion engines; preventive maintenance methods; record keeping; safety practices.

Ability to: supervise crew of automotive mechanics or inmates; estimate materials and personnel needed to complete job.

Minimum Qualifications

Two years of experience as journey-level automotive mechanic or automotive body repair technician.

Note: Selective certification of eligibles with specialized experience will be authorized when filling positions in each field of specialty.

Revised April 1, 1964

Revised September 7, 1973

Title change (formerly Automotive Mechanic Foreman I) and general revision

Revised December 10, 1982

Revises definition, adds distinguishing characteristics, and general revision

Revised February 14, 1986

Revises definition and minimum qualifications