

**KENOSHA CITY/COUNTY JOINT SERVICES  
1000 55 STREET  
KENOSHA, WI 53140**

**AUTOMOTIVE FLEET TECHNICIAN**

**GENERAL STATEMENT OF DUTIES:** The Fleet Maintenance Mechanic maintains and repairs police, sheriff's, and other authorized agencies' vehicles and related equipment. The mechanic performs a variety of functions necessary to keep the respective fleets of vehicles in operation and in a safe state of readiness. Work is performed under the general direction of the Fleet Maintenance Manager. This is a Monday through Friday position. Overtime will be required during various projects.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** (not limited to) Operates a variety of machines and equipment that are used in the repair and maintenance of motor vehicles; maintains, repairs, and reconditions all components and systems on vehicles; operates vehicles incidental to duties; installs, reconditions, performs minor body work, and repairs auxiliary, accessory, and other equipment used on the vehicles including but not limited to the electronics involved with emergency equipment such as sirens, cameras, and computers.

**OTHER REQUIRED DUTIES AND RESPONSIBILITIES:** Keeps records of repairs and services performed; transports vehicles and performs errands; maintains a clean and safe work area; and performs any other duties necessary.

**ESSENTIAL KNOWLEDGE, SKILLS AND ABILITIES:** Shall include, but are not limited to, the ability to read, write, and speak English; hear and understand telephone and verbal communications; vision capable of reading printed instructions and operating equipment; ability to bend and reach and to lift and carry objects weighing up to 100 pounds a distance of 20 feet; thorough knowledge of the methods and practices used in the repair of automotive and mechanical machines and equipment; working knowledge of the machines, equipment, and tools used in the repair of vehicles; considerable knowledge of the mechanical principles by which machines, appliances, and equipment operate; considerable knowledge of the major types of automotive components and repair procedures; considerable knowledge of automotive electrical systems; considerable knowledge of occupational hazards and safe work practices; ability to diagnose mechanical problems and make repairs; ownership of the necessary hand tools to perform the duties of the position; and possession of a valid Wisconsin drivers license.

Applicants may be required to pass a series of qualifying tests including but not limited to a written examination, an oral interview, physical examination, drug screening, and a records and background investigation. All qualifying applicants will receive consideration for employment without regard to age, race, creed, color, sex, national origin, disability, or political affiliation. Residency within a defined perimeter must be established 90 days after successful completion of the probationary period. The residency policy and map may be viewed upon request.

**TRAINING AND EXPERIENCE:** Must have a high school diploma or G.E.D. and appropriate automotive repair training. Automotive Service Excellence (A.S.E.) certification with additional knowledge of automotive electronics or Emergency Vehicle Technician (E.V.T.) certification preferred.

**SALARY AND FRINGE BENEFITS:** Effective January 1, 2009, the pay range for this position starts at \$19.60 per hour to a maximum of \$23.82 after 48 months. Health and dental insurance premiums, group life insurance, and the employee's share of retirement contributions are paid for by Joint Services. Sick leave, vacations, and Social Security benefits are provided.