

## CITY OF CORAL SPRINGS Classification Description

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**CLASSIFICATION TITLE:** Fleet Service Worker  
**FUNCTIONAL AREA:** Public Works Department

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### WORK OBJECTIVE:

Under direct supervision, the purpose of the position is to perform basic to routine tasks in the maintenance and repair of light to heavy duty, gasoline and diesel fueled equipment such as automobiles and trucks. An employee in this class works under direct supervision, applying mechanical knowledge and independent judgment to service equipment units. Duties are performed with increasing independence as proficiency increases. Assignments are made orally or in writing and work is reviewed while in progress and through observation of results obtained, and by period evaluations.

### ESSENTIAL FUNCTIONS:

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- Performs routine preventative maintenance; fluid and filter changes and inspects, adjusts and replaces belts, hoses and lines.
- Breaks down and repairs tires including installation and/or replacement.
- Performs diagnosis and repair to brake systems, cooling systems, steering and suspension systems.
- Performs minor tune ups and repairs.
- Assist other Mechanics when necessary.

### MINIMUM QUALIFICATIONS:

#### **Education / Certifications / Experience –**

High school diploma or GED preferred; supplemented by six (6) months of work experience in the maintenance and repair of automotive or other mechanical equipment; or an equivalent combination of education, training, and experience.

#### **Knowledge, Skills, & Abilities –**

Knowledge of the operating principles of basic electrical and mechanical systems and components found on engine-powered vehicles and equipment.

Knowledge of the occupational hazards and safety precautions of the automotive and equipment repair trade.

Skill in the use of tools, machines and testing instruments used in the maintenance and repair of vehicles and equipment.

Ability to apply knowledge of equipment operating principles to diagnose and correct basic malfunctions in vehicles and equipment.

## **Fleet Service Worker**

Ability to use manuals and schematics in servicing vehicles and equipment.

Ability to understand and follow written and oral instructions.

Ability to perform routine maintenance and custodial tasks with limited supervision.

Ability to read and write English.

### **PHYSICAL REQUIREMENTS:**

Tasks involve the intermittent performance of physically demanding work, typically involving some combination of reaching, bending, stooping, kneeling, or crouching, and that may involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds). Requires intermittent lifting, carrying, pushing, and/or pulling of heavier objects (80+ pounds).

### **ENVIRONMENTAL REQUIREMENTS:**

Some work is performed in usual office conditions with some exposure to disagreeable environmental factors, e.g., cleaning chemicals/fumes, mild temperature variations, dust. Some work is performed in outdoor environments. Due to the nature and location of the work environment, tasks include potential for intermittent exposure to disagreeable elements, e.g., heat, humidity, inclement weather. Some tasks include working in and around vehicle/equipment and lawn maintenance equipment, where heightened awareness to surroundings and observance of established safety precautions is essential in avoidance of injury or accidents.

The City of Coral Springs is an Equal Opportunity Employer. In compliance with Equal Employment Opportunity guidelines and the Americans with Disabilities Act, the City of Coral Springs provides reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.