NEW AUG 0 2 1987

OHIO CLASSIFICATION SPECIFICATION *Developed for Equal Opportunity*	CLASS TITLE: Assistant Automotive Mechanic	CODE: 52130C
	MAJOR AGENCIES: County Offices, Universities	JURISDICTION: Cnty., Univ.

FUNCTION: Under general supervision from equipment maintenance superintendent or highway maintenance supervisor, performs routine service & maintenance on cars, trucks & equipment (e.g., lubrications, oil changes, replaces hoses, tire changes & repairs & services cooling systems), repairs & replaces minor worn out parts, makes field trip & performs other related duties as required; -PERFORMS RELATED DUTIES AS REQUIRE

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1	53-63	Performs routine service & maintenance on cars, trucks & equipment (e.g., lubrications, oil changes, replaces hoses, tire changes & repairs & services cooling systems).	Skill in (1) auto mechanics, (2) operatin hand & power tools, ability to (3) understand system of mechanical procedures, (4 demonstrate dexterity.
2	19-25	Repairs & replaces minor worn-out parts on cars, trucks & equipment (e.g., hoses & replaceable components).	Skill in 1, 2; ability to 3, 4.
3	6-16	Makes field trips to make minor repairs &/or transport parts.	Skill in 1, 2; ability to 4, (5) deal with problems involving few variables within familiar context, (6) work alone on most tasks.
4	6-12	Performs other related duties as required (e.g., operates dump truck & snow plow; cleans garage area, parts & equipment).	Skill in 2; ability to 4, 6, (7) carry out simple instructions.

(367)

123: 1-7-17

*Developed after employment

UNUSUAL WORKING CONDITIONS:	MINIMUM CLASS REQUIREMENTS: *(including license, if any.)* Ability to add, subtract, multiply & divide whole numbers & to read & write common vocabulary plus: 1 course in automotive mechanics (or 1 mo. exp.); or equivalent.	TRAINING & DEVELOPMENT:

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