

STATE OF OHIO (DAS) CLASSIFICATION SPECIFICATION	CLASSIFICATION SERIES: Automotive Body Repair Worker	SERIES NO.: 5211	
	MAJOR AGENCIES: Attorney General Only	EFFECT. DATE: 01/01/1980	NEW EFF. DATE: 01/13/1991

SERIES PURPOSE:

The purpose of the automotive body repair worker occupation is to repair vehicle or equipment damage (e.g., dents, scratches & rust erosion).

At the lower level, incumbents perform routine body repair work. At the higher level, incumbents perform major body repair work &/or lead a team of lower-level body repair workers.

CLASS TITLE:

Automotive Body Repair Worker 1

CLASS NUMBER:

52111

EFFECTIVE DATE:

01/01/1980

NEW EFFECTIVE DATE:

01/13/1991

CLASS CONCEPT:

The full performance level class works under general supervision & requires considerable knowledge of auto body repair & painting in order to repair damage to vehicles by pounding, brazing, applying putty or fiberglass material, sanding & painting damaged area.

CLASS TITLE:

Automotive Body Repair Worker 2

CLASS NUMBER:

52112

EFFECTIVE DATE:

01/01/1980

NEW EFFECTIVE DATE:

01/13/1991

CLASS CONCEPT:

The advanced level class works under general supervision & requires thorough knowledge of auto body repair & painting in order to perform major repairs on damaged vehicles (e.g., straightens frames; rebuilds extensively damaged body parts; performs most difficult & complex repair work) or lead team of lower-level automotive body repair workers & perform major & minor repairs on damaged vehicles.

<u>CLASS TITLE:</u> Automotive Body Repair Worker 1	<u>CLASS NO.:</u> 52111	<u>BARG. UNITS:</u> 045
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EFFECTIVE DATE:

01/01/1980

NEW EFFECTIVE DATE:

01/13/1991

JOB DUTIES IN ORDER OF IMPORTANCE: (THESE DUTIES ARE ILLUSTRATIVE ONLY. INCUMBENTS MAY PERFORM SOME OR ALL OF THESE DUTIES OR OTHER JOB-RELATED DUTIES AS ASSIGNED.)

Evaluates damage to vehicles or equipment (e.g., automobiles, trucks, tractors, back hoes), determines materials needed & repairs damage (e.g., dents, scratches, rust erosion, wrecked parts) by pounding, brazing, applying putty or fiberglass material, sanding, cleaning &/or painting damaged area & by operating hand & power tools (e.g., drills, gas & electrical powered arc welding tools, sanders, grinders, acetylene torches) & paint spray gun.

Removes, repairs, replaces &/or adjusts doors, windows, electrical equipment, bumpers &/or minor engine parts; installs signs, seat covers, lights, brackets, sirens, flashers, logos &/or identification numbers on vehicles; removes, repairs &/or replaces interior upholstery parts; cleans & washes vehicles.

Cleans repair shop; logs work performed; orders &/or picks up parts; operates forklift.

MAJOR WORKER CHARACTERISTICS:

Knowledge of multiplication & division; auto body repair & painting. Skill in operation of hand & power tools associated with body repair work (e.g., drills, sanders, grinders, gas & electrical powered arc welding tools); operation of paint spray gun. Ability to understand system of mechanical or body repair procedures; work alone on most tasks; stand or bend continuously; lift 50 to 100 lbs. of vehicle parts or equipment; move limbs/fingers easily to perform manual functions.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

12 mos. trg. or 12 mos. exp. in automotive repair & painting which included operation of hand & power tools & paint spray gun.

-Or alternative, equivalent evidence of the Major Worker Characteristics noted above.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Not applicable.

UNUSUAL WORKING CONDITIONS:

May be exposed to dirt, dust, paint fumes, loud equipment noise, hot or cold temperatures & other unpleasant conditions.

CLASS TITLE: Automotive Body Repair Worker 2	CLASS NO.: 52112	BARG. UNITS: 045
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EFFECTIVE DATE:

01/01/1980

NEW EFFECTIVE DATE:

01/13/1991

JOB DUTIES IN ORDER OF IMPORTANCE: (THESE DUTIES ARE ILLUSTRATIVE ONLY. INCUMBENTS MAY PERFORM SOME OR ALL OF THESE DUTIES OR OTHER JOB-RELATED DUTIES AS ASSIGNED.)

A - Performs major repairs on damaged automobile & truck bodies & mechanical equipment (e.g., straightens frames, rebuilds extensively damaged body parts; performs most difficult & complex repair work), &/OR B - Leads team of lower-level automotive body repair workers (i.e., provides work direction & training) in minor & major body repairs of damaged vehicles &/or equipment, ensures safety practices & proper work methods are followed & recommends changes in body shop policies, procedures & safety standards.

Evaluates damage to vehicles or equipment (e.g., automobiles, trucks, tractors, back hoes), determines materials needed & repairs damage (e.g., dents, scratches, rust erosion, wrecked parts) by pounding, brazing, applying putty or fiberglass material, sanding, cleaning &/or painting damaged area & by operating hand & power tools (e.g., drills, sanders, gas & electrical powered arc welding tools, grinders, acetylene torches) & paint spray gun.

Removes, repairs, replaces &/or adjusts doors, windows, electrical equipment, bumpers &/or minor engine parts; installs signs, seat covers, lights, brackets, sirens, flashers, logos &/or identification numbers on vehicles; removes, repairs &/or replaces interior upholstery parts; cleans & washes vehicles.

Cleans repair shop; logs work performed; orders &/or picks up parts &/or supplies; operates forklift; prepares estimates; verifies outside cost estimates; inventories parts; maintains repair records; retains salvaged parts for resale or reuse; oversees maintenance & cleaning of body shop & equipment.

MAJOR WORKER CHARACTERISTICS:

Knowledge of multiplication & division; auto body repair & painting; employee training & development*. Skill in operation of hand & power tools associated with body repair work (e.g., drills, sanders, gas & electrical powered arc welding tools, grinders); operation of paint spray gun. Ability to understand system of mechanical or body repair procedures; work alone on most tasks; stand or bend continuously; lift 50 to 100 lbs. of vehicle parts or equipment; move limbs/fingers easily to perform manual functions. (*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

18 mos. trg. or 18 mos. exp. in automotive repair & painting which included operation of hand & power tools & paint spray gun.

-Or 6 mos. exp. as Automotive Body Repair Worker 1, 52111. -Or alternative, equivalent evidence of the Major Worker Characteristics noted above.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Not applicable.

UNUSUAL WORKING CONDITIONS:

May be exposed to dirt, dust, paint fumes, loud equipment noise, hot or cold temperatures & other unpleasant conditions.