

DEPARTMENT OF ADMINISTRATIVE SERVICES
HUMAN RESOURCES DIVISION
PHONE: 815/724-4020
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150 WEST JEFFERSON STREET
JOLIET, ILLINOIS 60432-4158

EMPLOYMENT OPPORTUNITIES

JOB POSTING #: 63-17
POSTED: 11/09/2017, 8:00 a.m.
EXPIRATION: 11/22/2017, 4:30 p.m.
TITLE: FLEET TECHNICIAN (Position Code #2030)
SALARY: \$53,972 - \$95,997
DEPARTMENT: ADMINISTRATIVE SERVICES
DIVISION: FLEET SERVICES

**A COPY OF A VALID STATE OF ILLINOIS CDL MUST BE PROVIDED
WHEN SUBMITTING COMPLETED APPLICATION**

TASKS OR DUTIES (Illustrative)

Performs general overhaul and repairs on gasoline and diesel engines;
Replaces pistons, valves, piston rings main bearings and crankshafts;
Grinds valves and valve seats and tests, tunes and adjusts carburetors, electrical timing, points and related equipment;
Repairs, replaces and adjusts brakes, clutches, transmissions and differentials;
Realigns front ends;
Assures safe and efficient operation of police vehicles;
Installs, maintains and repairs special equipment such as red lights, sirens and public address systems;
Performs routine maintenance and repair work on engines and transmission;
Makes electrical repairs, cleaning, rebuilding and replacing generators, motors and distributors;
Repairs and replaces springs, shock absorbers, kingpins and other suspension mechanisms;
Conducts road tests to check work performed against defects;
Balances wheels and switches and repairs tires;
Does related work as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Good knowledge of the standard methods, materials, tools and equipment of the automotive mechanic trade;
Some experience in the servicing and repairing of automotive equipment such as would be gained at the level of a journeyman automotive mechanic;
Good knowledge of the principles of operation of gasoline and diesel driven equipment and of mechanical repair methods applicable to heavy trucks and construction equipment;
Completion of a standard high school courses, preferable supplemented by special training in automotive repair;
Some knowledge of the occupational hazards and proper safety precautions of the trade;
Skill in the care and use of hand and machine tools employed in automotive repair work;
Skill in locating and repairing defects in automotive equipment;

Ability to understand and follow quickly and accurately oral and written instructions;
Mechanical aptitude and dexterity;
Ability to perform physical functions of the position;
Any equivalent combination of experience and training which provides the required knowledge, skills and abilities;
Possession of a valid State of Illinois motor vehicle operator's license (CDL - Commercial Driver's License) appropriate to operate equipment.

Must reside within the City of Joliet and/or reside within the City of Joliet within eighteen (18) months from the date of hire if the date of hire is after February 16, 2016.

A complete job description is available in Human Resources upon request.

EQUAL OPPORTUNITY/REASONABLE ACCOMMODATION EMPLOYER