



## EMPLOYEES/PUBLIC:

### Fleet Service Technician, Motor Pool

**Annual Salary: \$24,939.20 Grade: 14 (Employee: 7% on your current salary, whichever is greater; or 10.5% on your current salary, whichever is greater, if position is 3 grades or higher than current position)**

**Appointment to a position in the classified service shall be at the minimum of the corresponding pay range unless otherwise approved.**

Examination is announced to establish an employment list to fill vacancies in the Motor Pool department and future vacancies as they occur to perform skilled and semi-skilled automotive maintenance and repair services on small engines, medium to heavy duty vehicles and equipment. Performs routine vehicle and equipment maintenance: greases, lubricates fuels and washes all vehicles; maintains proper oil, water, brake, and transmission fluid levels; maintains proper air pressure in tires; performs brake jobs; services air-conditioning; changes oil and filters; services batteries; cleans engines. Rotates and/or changes tires, mounts tires, fixes flats; uses Tire Shop remount and mount equipment following the outlined safety procedures.

#### **Minimum Applicant Qualifications:**

- HS diploma or GED, along with vocational or technical training in automotive maintenance or repair preferred; 6 months of experience in the routine maintenance of vehicles and equipment; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.
- Must possess a valid driver's license.
- Will be required to obtain a valid Louisiana driver's license upon hire and maintain throughout employment for this classification.
- **Will be required to obtain a Louisiana CDL-B driver's license with appropriate endorsements within five (5) months of hire.**
- May be required to obtain a Louisiana Motor Vehicle Inspections certification. If required, must obtain within six months of hire.

#### **Work Hours:**

**40 Hour per Week**

#### **Kind of Examination**

This examination may consist of a written test, a rating of training and experience, a performance test or any combination thereof deemed necessary to adequately screen and rank applicants. **Examination notices will be sent out via email with a testing date, time, and location.** Applicants must supply complete and accurate information concerning their previous training and experience including a detailed description of their work experience, the names and addresses of all previous employers and the dates of employment. The information is subject to verification.

**Must include copies of driver's license, diploma, GED, DD214, degree, etc. with application.**

**Accepting applications: Until filled**

**APPLY ONLINE AT [WWW.GOVERNMENTJOBS.COM/CAREERS/ALEXANDRIALA](http://WWW.GOVERNMENTJOBS.COM/CAREERS/ALEXANDRIALA)**

**Civil Service Department Ph. (318)449-5030, Fax (318)449-5232 Email: [civilservice@cityofalex.com](mailto:civilservice@cityofalex.com)**

**The City of Alexandria is an Equal Opportunity Employer.**