

5310

04/08/09

Revised

CITY OF RIVERSIDE
HUMAN RESOURCES DEPARTMENT
CLASSIFICATION SPECIFICATION

TITLE: TIRE MAINTENANCE SPECIALIST

DEFINITION

Under general supervision, to perform skilled work in the inspection, repair, maintenance and mounting of tires on all light and heavy City vehicles; and to do related work as required.

REPORTS TO: Fleet Management Supervisor

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Fleet Management Supervisor

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

- Inspect, maintain, breakdown, repair and mount tires on all City vehicles including scooters, cars, light and heavy trucks, buses, and heavy construction equipment.
- Inflate tires to proper air pressure; balance tires.
- Install new tires and rotate tires as needed.
- Perform service calls to change flat tires.
- Maintain tire records.

QUALIFICATIONS

Knowledge of:

- Practices, procedures, techniques, equipment and methods used in the repair, servicing and changing of a wide variety of light and heavy equipment tires and tubes.
- Composition and characteristics of a wide variety of equipment tires and tire tubes.
- Wheel balancing and tire preventive maintenance methods.
- Record keeping and reporting procedures.
- Occupational hazards and standard safety precautions in the work.

Ability to:

- Repair, service, install and change tires and tubes.
- Use and care for tire repair, servicing, and changing tools and equipment.
- Understand and carry out oral and written instructions.
- Work overtime as required.

Education and Experience:

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Equivalent to graduation from high school.

Experience: One year of experience in vehicle tire repair and service work.

MEDICAL CATEGORY: Group 2

NECESSARY SPECIAL REQUIREMENT

Possession of or ability to obtain an appropriate, valid California motor vehicle operators license.

May require possession of or the ability to obtain an appropriate valid California Commercial Motor Vehicle Operator's License based upon operational need and the duties assigned.

CAREER ADVANCEMENT OPPORTUNITIES

FROM: Tire Maintenance Specialist

TO: