

April 9, 2024

OPENING DATE: 04/09/2024

CLOSING DATE: 04/19/2024

TO: **MOTOR VEHICLE CRAFT EMPLOYEES**

POSITION: Automotive Technician P7-08

OCCUPATION CODE: 5823-0001

LDC: 32

JOB ID: **70714916**

FINANCE NUMBER: 055510

LOCATION: Oakland Vehicle Maintenance Facility  
1675 7<sup>th</sup> Street  
Oakland, CA 94615-9351

**TOUR OF DUTY**

5:00AM – 1:30 PM

**DAYS OFF**

Sunday – Monday

## **Functional Purpose**

Performs routine and complex repairs and maintenance on all types of motor vehicles used in the postal fleet; troubleshoots and diagnoses more complex vehicle malfunctions using a variety of computerized test equipment; may provide assistance to lower level employees.

## **DUTIES AND RESPONSIBILITIES**

1. Diagnoses operating difficulties on a variety of vehicles and performs operational checks on engines; its major supporting systems, parts, components, assemblies; including emissions systems, electrical, computer and electronic controlled components.
2. Performs various computerized and electronic diagnostic tests using specialized equipment; interprets trouble codes and other information from electronic scanners and test analyzers; uses reference materials such as service manuals and wiring schematics to determine operational difficulties, drivability problems and evaluates performance efficiency.
3. Conducts visual and auditory vehicle inspections, road calls and road tests before and after maintenance and repairs; annotates vehicle problems on work orders.
4. Provides technical guidance and instructions to mechanics and technicians on more difficult repairs and in the use of specialized computer-aided diagnostic equipment.
5. Performs maintenance and repairs resulting from normal preventive maintenance inspections.

6. Prepares and updates vehicle records, maintains vehicle records; annotates labor time, parts and/or equipment and other pertinent data on work orders.
7. Performs engine tune-ups; removes, replaces, adjusts, cleans parts, components, assemblies and accessories; uses a variety of specialized test equipment to adjust systems and components to prescribed operating tolerances.
8. Troubleshoots malfunctioning vehicles resulting from road calls and identifies improperly functioning part(s) and repairs or replaces.
9. Repairs and replaces major components including transmissions, differentials, brake systems, power assist units, steering and suspension assemblies.
10. Performs other job related duties and responsibilities in support of primary duties.
11. Follows all established safety practices and procedures; complies with all postal, local, state and federal environmental regulations and policies.

## **SUPERVISION**

Manager, Vehicle Maintenance; Supervisor, Vehicle Maintenance; or other designated supervisor.

The United States Postal Service has the following excellent and challenging employment opportunity for highly motivated and innovative individuals. Successful candidates must demonstrate through a combination of education, training, and experience the following requirements:

## **Requirements**

1. BARGAINING UNIT QUALIFICATION STANDARD 5823c (5823-0001)

### **AUTOMOTIVE TECHNICIAN**

DOCUMENT DATE: June 11, 2022

#### **FUNCTION:**

Performs routine and complex repairs and maintenance on all types of motor vehicles used in the postal fleet; troubleshoots and diagnoses more complex vehicle malfunctions using a variety of computerized test equipment; may provide assistance to lower level employees.

#### **DESCRIPTION OF WORK:**

See the Standard Position Descriptions for the Occupation Codes given above.

#### **REQUIREMENTS:**

This section is composed of the Knowledge, Skills, and Abilities which are required to satisfactorily perform the tasks of the position. Knowledge of electrical/ignition systems refers to the terminology characteristics, and operation of such components as alternators, batteries, voltage regulators, starter motors, ignition and lighting systems, indicating devices, electronic computer enhanced components, sensors, and starting aids.

Knowledge of automotive fuel systems refers to the terminology, characteristics, and operation of fuel delivery systems, and related assemblies, such as fuel pumps, turbochargers, superchargers, inter-coolers, fuel injectors, and the interface of the fuel system with electronic controls.

Knowledge of automotive emission control systems refers to the terminology characteristics, and operation of emission control systems as they relate to overall engine operation and performance specifications and conformance to environmental quality regulations.

Knowledge of engine systems refers to the terminology, characteristics, and operation of engine valves, piston assemblies, engine bearings, cylinders, cylinder heads, cylinder blocks, crankshaft assemblies, compression ignition, and cooling system. Knowledge of automotive power train systems refers to the terminology, characteristics, and operation of such components as clutches, universal joints, manual and computer enhanced automatic transmission systems, differentials, and drive axles.

Knowledge of automotive suspension systems refers to the terminology, characteristics, and operation of standard and computerized/air- controlled suspension, and standard and power assisted steering, as well as wheel alignment systems and steering geometry.

Knowledge of automotive braking systems refers to the terminology, characteristics, and operation of air and hydraulically actuated braking components such as cylinders, valves, linkage, calipers, sensors and control modules and anti-lock brake systems.

Ability to use technical reference materials and technical manuals refers to reading, comprehending, and interpreting technical information, such as illustrated parts breakdown, checklists, flow charts, electronic media, and schematics.

Ability to troubleshoot and diagnose malfunctions in automotive components or systems refers to a proficiency in observing, testing, analyzing, and isolating sources of trouble in automotive systems or their components, such as electrical/electronic systems, engine, power train, fuel delivery, and suspension and braking systems through the use of appropriate automotive test equipment.

Ability to use automotive test equipment refers to the knowledge of, and proficiency with, various types of electrical/electronic diagnostic test equipment, such as voltage/amperage testers (VAT), multimeters (VOM), test lights, scanners, gas analyzers, etc.

Ability to use mechanical test equipment and hand tools refers to the knowledge of, and proficiency with, various types of mechanical diagnostic test equipment and hand tools, such as micrometers, calipers, pressure gauges, etc.

Ability to make minor repairs to automotive components or systems refers to a proficiency in replacing parts or making adjustments to automotive systems or their components, such as electrical/ignition, emissions, fuel delivery, engine, suspensions, power train, braking systems, intake, exhaust, and starting aids.

Ability to make major repairs to automotive components or systems refers to a proficiency in overhauling or rebuilding automotive systems or their components, such as power train, engine, fuel delivery, suspension, and braking systems.

#### **EXAMINATION REQUIREMENTS:**

Applicants must successfully complete Postal Service Test 943 and Test 944, to demonstrate their knowledge and ability to troubleshoot, diagnose, and make minor and major repairs to automotive systems.

Effective June 11, 2022, Exam 941 Automotive Bench Test is suspended until further notice.

#### **PHYSICAL REQUIREMENTS:**

Applicants must be physically able to efficiently perform the duties of the position.

## **TRAINING REQUIREMENTS:**

Applicants who qualify under this standard may be required to satisfactorily complete a prescribed training course(s) prior to reassignment or promotion.

## **ADDITIONAL PROVISIONS:**

At the time of appointment, applicants must have a valid driver's license from the state in which they live. Applicants must also demonstrate and maintain a safe driving record. Applicants selected under this qualification standard must successfully complete the required Vehicle Familiarization and Safe Operation training, including demonstration of the ability to safely drive a vehicle of the type used on the job.

Qualified applicants must successfully pass a pre-employment drug screening to meet the U.S. Postal Service's requirement to be drug free. Applicants must also be a U.S. citizen or have permanent resident alien status.

## **HOW TO APPLY**

Applicants must submit a PS Form 991 and address each of the six (6) requirements listed on page 2. It is not necessary to give the PS Form 991 to your supervisor as no evaluation is needed. Applicants must submit completed PS Form 991 to USPS **Oakland VMF Manager (or mail Oakland VMF, 1675 7<sup>th</sup> Street, Oakland, CA 94615)** on or before the closing date (**04/19/2024 – 4p.m.**). Applicants who fail to comply will be rated ineligible.

**All applicants will be considered on the basis of qualifications regardless of race, color, religion, sex, national origin, age or physical handicap.**