VEHICLE MAINTENANCE

UNITED STATES POSTAL SERVICE

NOTICE OF VACANT POSITION

Announcement Number: HK02092021

ELIGIBILITY: ALL EMPLOYEES WITHIN THE PHOENIX BID CLUSTER.

OPENING DATE: 02/11/2021 CLOSING DATE: 02/21/2021

POSITION: **Automotive Technician PS-08**
Position Number 72564321
OCC-CODE: 5823-0001
BEST QUALIFIED
Opportunity
DAYS OFF: **SUN/MON**
HOURS: 2200-0650

LOCATION: Vehicle Maintenance Facility, 4949 E Van Buren, Phoenix Arizona 85026

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.

REQUIREMENTS FOR QUALIFICATION:

This section is composed of the knowledge, skills, and abilities (KSAs) which are required to satisfactorily perform the tasks of the position.

1. Knowledge of electrical/ignition systems; terminology characteristics and operation of components such as alternators, batteries, voltage regulators, starter motors, ignition and lighting systems, indicating devices, electronic computer enhanced components, sensors, and starting aids.

2. Knowledge of automotive fuel systems; 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.

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

4. Knowledge of engine systems; terminology, characteristics and operation of engine valves, piston assemblies, engine bearings, cylinders, cylinder heads, cylinder blocks, crankshaft assemblies, compression ignition, and cooling system.

5. Knowledge of automotive power train systems; terminology, characteristics and operation of such components as clutches, universal joints, manual and computer enhanced automatic transmission systems, differentials, and drive axles.

6. Knowledge of automotive suspension systems; 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.

7. Knowledge of automotive braking systems; 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.

8. Ability to use technical reference materials and technical manuals; ability to read, comprehend and interpret technical information such as illustrated parts breakdown, checklists, flow charts, electronic media and schematics.

9. Ability to troubleshoot and diagnose malfunctions in automotive components or systems; 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, suspension, and braking systems through the use of appropriate automotive test equipment.

10. Ability to use automotive test equipment; 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.

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

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

13. Ability to make major repairs to automotive components or systems; 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's Test 943/944 and Test 941 to demonstrate their knowledge and ability to troubleshoot, diagnose, and make minor and major repairs to automotive systems.

PHYSICAL REQUIREMENTS:

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

TRAINING REQUIREMENTS:

Applicants who qualify may be required to satisfactorily complete a prescribed training course(s) prior to reassignment/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.

Applicant will be required to attain and maintain a commercial driver license (CDL) class B and DOT medical card. Successful completion of acquiring a CDL class B license is a requirement. Failure to successfully complete the training/testing may result in removal from the position.

Postal Service determines approval of reassignment based on work performance, safety record and attendance.

HOW TO APPLY: It is the responsibility of the Applicant to submit a complete PS Form 991 to:

USPS Attn: Manager VMF
4949 E Van Buren
Phoenix, AZ 85026-9721
By close of business 4 p.m. on February 21st, 2021 **via US mail**, Supervisor evaluations are not needed.

ALL APPLICANTS WILL BE CONSIDERED ON THE BASIS OF QUALIFICATIONS REGARDLESS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, AGE OR PHYSICAL HANDICAP.

STD JOB DESCRIPTION U.S.Postal Service

AUTOMOTIVE TECHNICIAN (P7-08)
OCCUPATION CODE: 5823-0001

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 difficiculties 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, driveability 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/orequipment 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.

SELECTION METHOD:

BARGAINING UNIT:

MOTOR VEHICLE

Doc Date: 08/19/2000 **Occ Code: 5823-0001**

QUALIFICATIONS U.S.Postal Service

AUTOMOTIVE TECHNICIAN (P7-08)
OCCUPATION CODE: 5823-0001

BARGAINING UNIT QUALIFICATION STANDARD
5823c
(5823-0001)

AUTOMOTIVE TECHNICIAN

DOCUMENT DATE: March 1, 2005

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, Test 944, and Test 941 to demonstrate their knowledge and ability to troubleshoot, diagnose, and make minor and major repairs to automotive systems.

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.

Doc Date: 06/01/2005 **Occ Code: 5823-0001**