

## CITY OF BURBANK

### TIRE MAINTENANCE WORKER

#### DEFINITION

Under direction, to inspect, maintain, and repair the tires on all City-owned automotive and power equipment; to evaluate and recommend on the purchasing, salvaging or scrapping of tires; and to do related work as required.

#### ESSENTIAL FUNCTIONS

Inspects, maintains and makes minor repairs on tires for all types of automotive and power equipment; records condition, mileage, and use of the tires and tubes; maintains card index files on tires and tube costs; rotates tires to insure even wear; analyzes trouble and recommends scrapping or rebuilding of tires and tubes by commercial firms for equipment of all sizes; devises and carries out means of increasing tire mileage by use of different tread designs, tire constructions, rotation and recapping; drives on City business.

#### MINIMUM QUALIFICATIONS

##### **Employment Standards:**

- Knowledge of - the terminology, tools, and practices of tire work.
- Ability to - analyze and recommend major repairs: make minor repairs on tires; work independently without continuous supervision; instruct and supervise helpers when assigned; establish and maintain effective working relationships with supervisors, fellow employees, and the public.

**Education/Training:** Completion of tenth grade and two years' recent experience in the maintenance and repair of tires.

**License & Certificates:** A valid California Class "C" driver's license or equivalent at time of appointment and a California Class "B" driver's license or equivalent at time of permanent appointment; a California Class "A" driver's license or equivalent may be required depending on job assignment. Applicant must possess an Automotive Tire Service (ATS) technician certificate at time of permanent appointment.

#### SUPPLEMENTAL INFORMATION

None.