

**CITY OF POMPANO BEACH
CLASS DESCRIPTION**

JOB CODE 335

GOLF CART MECHANIC

GENERAL

Technical and supervisory work maintaining golf carts. Work is performed under general supervision.

EXAMPLES OF ESSENTIAL DUTIES

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Conducts the routine servicing, weekly maintaining and inspection of golf carts. Supervises semi-skilled assistant.

Diagnosis electrical and mechanical systems and problems and assigns repairs to assistant.

Performs major and minor repairs such as brakes, differentials and steering systems.

Replaces or repairs and paints body parts.

Maintains parts inventory, orders supplies and parts, and keeps records on maintenance, repairs and battery replacements.

Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

Ability to use a wide variety of hand tools. Ability to maintain records. Ability to lift and handle electric storage batteries.

MINIMUM QUALIFICATIONS

Graduation from high school or possession of an acceptable equivalency diploma. Four (4) years experience in minor and major mechanical and electrical repairs.

A comparable amount of training and experience may be substituted for the minimum qualifications.

PHYSICAL REQUIREMENTS

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle or feel objects and controls. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to a, personal

computer, calculator, copier, and fax machine. Continuous standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, and handling, sitting, standing, pushing, and pulling.

SPECIAL REQUIREMENTS

Possession of a valid, appropriate driver's license and an acceptable driving record.

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Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.