



CALTRANS HEAVY EQUIPMENT MECHANIC
(Departmental Promotional)
Exam ID: 1TREY

Department(s):	Department of Transportation
Opening Date:	6/14/2001 08:00 AM
Closing Date:	5/03/2012 11:59 PM
Type of Recruitment:	Departmental Promotional
Salary:	MONTHLY-RANGED-SALARY - \$3,740.00 to \$4,106.00
Employment Type:	Permanent Full-time Permanent Part-time Permanent Intermittent Limited Term Full-time Limited Term Part-Time Limited Term Intermittent
Exam Type:	State-wide
Location(s):	Dist 01 Caltrans Eureka Dist 03 Caltrans Marysville Dist 04 Caltrans Oakland Dist 06 Caltrans Fresno Dist 10 Caltrans Stockton Dist 11 Caltrans San Diego Sacramento County

INTRODUCTION

Actual testing locations may not be located in all areas. Candidates may be asked to travel to the nearest testing facility at their own expense.

EEO

The Department strives to maintain a diverse workforce and be an equal opportunity employer to all regardless of political affiliation, race, religious creed, color, national origin, ancestry, disability, medical condition, marital status, sex, gender, gender identity, gender expression, age or sexual orientation.

DRUG FREE STATEMENT

It is an objective of the state of California to achieve a drug-free state work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service and the special trust placed in public servants.

WHO SHOULD APPLY?

This is a departmental promotional examination for the Department of Transportation.

Applicants must have a permanent civil service appointment with the Department of Transportation as of the final filing date, in order to participate in the examination; or

Must be a current or former employee of the Legislature for two or more years as defined in Government Code §18990; or

Must be a current or former non-elected exempt employee of the Executive Branch for two or more consecutive years as defined in Government Code §18992; or

Must be a person retired from the United States military, honorably discharged from active military duty with a service-connected disability, or honorably discharged from active duty as defined in Government Code §18991. Persons applying who qualify as a Veteran under Government Code Section 18991 must submit a copy of their DD214 with their Examination Application (STD. 678).

Candidates who meet minimum qualifications as stated below may apply for this examination at any time. Once you have taken the examination, you may not reapply for twelve (12) months. All applications must meet the education and/or experience requirements as stated on this examination announcement.

FILING INSTRUCTIONS

Applications (STD 678) must be RECEIVED OR POSTMARKED no later than the cut-off date. FAXED OR E-MAILED APPLICATIONS WILL NOT BE ACCEPTED. Applications postmarked AFTER THE CUT-OFF DATE, personally delivered or received via interoffice mail AFTER 5:00 P.M. ON THE CUT-OFF DATE WILL BE HELD FOR THE NEXT ADMINISTRATION OF THE EXAMINATION. THE EXAMINATION TITLE MUST BE INDICATED ON THE APPLICATION.

FILE BY MAIL

**Department of Transportation
Exam Services (MS 86)
P.O. Box 168036
Sacramento, CA 95816-8036**

FILE IN PERSON

**Department of Transportation
1727 30th Street, 1st Floor
Sacramento, CA 95816**

SPECIAL TESTING ARRANGEMENTS

If you have a disability and wish to participate in one of our testing services, programs, or activities and require a specific accommodation, please mark the appropriate box for Question #2 on the Examination and/or Employment Application form. You will be contacted to make specific arrangements. TDD users may contact the California Relay Service TDD line at 1-800-735-2929, Voice line at 1-800-735-2922.

REQUIRED IDENTIFICATION

Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

POSITION STATEMENT

Under direction, an incumbent inspects equipment to locate and determine the extent of necessary repairs and the corrective action necessary; maintains and repairs automobiles, trucks, tractors, personnel hoists, graders, snowplows, pumps, air compressors, diesel and gasoline engines and similar equipment; constructs new special equipment or modifies existing equipment including body frames and running gear; makes installation of, or repairs to, special equipment; operates and maintains tools and machinery used in the repair and maintenance of heavy maintenance and construction equipment; advises in the selection of parts and equipment; estimates repair costs; instructs operators in the proper operation and servicing of equipment; performs welding and brazing work; keeps simple records and completes reports; uses computer equipment to input time spent and tasks performed; may assist in instructing or giving direction to helpers, apprentices, Service Assistants (Automotive), or other employees; and performs other related work.

ELIGIBLE LIST INFORMATION

A Departmental Promotional eligible list will be established for the Department of Transportation state-wide. The names of successful competitors will be merged onto the list in order of final scores, regardless of date. The list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

NOTE: All applicants must meet the education and/or experience requirements for this examination by the final filing date. Your signature on your application indicates that you read, understand, and possess the minimum qualifications required.

NOTE: All applications/resumes must include: "to" and "from" dates (month/day/year), time base, civil service or private sector titles, and the duties performed. Applications/resumes received without this information will be rejected.

Qualifying experience may be combined on a proportionate basis if the

requirements stated below include more than one pattern and are distinguished as “Either” I, “or” II “or” III, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirements.

MINIMUM QUALIFICATIONS

Possession of a valid Class C driver license. (Applicants who do not possess the license will be allowed to compete in the examination, but the license must be obtained prior to appointment.)

AND

EITHER I

Completion of a recognized apprenticeship as a gas and diesel powered truck mechanic, or a heavy construction equipment mechanic. (Apprentices who are within six months of completing their apprenticeship program may be admitted to the examination, but they must present evidence of completion of a recognized apprenticeship before they may be appointed.)

OR II

Four years of varied mechanical experience consisting of diagnosis, repair and overhaul of major components on gas- and diesel-powered trucks or heavy construction equipment. An Associate of Arts Degree in Heavy Equipment Maintenance, Diesel Mechanics, or Heavy Equipment Mechanics or a certificate of completion from an accredited community college or equivalent degree or certificate approved by the California Superintendent of Public Instruction under the provisions of California Education Code Section 94310 may be substituted for two years of the required experience. (Students who are within six months of completing their degree will be admitted to the examination but must present evidence of completion prior to appointment.)

EXAMINATION INFORMATION

This examination will consist of a Qualifications Appraisal Panel Interview weighted 100%. In order to obtain a position on the eligible list, a minimum score of 70% must be attained.

KNOWLEDGE AND ABILITIES

Knowledge of:

1. Methods, materials, tools and equipment used in construction, assembly, overhaul, repair and adjustment of gas- and diesel-powered trucks, heavy construction and maintenance equipment.
2. Operating characteristics of heavy construction and maintenance equipment and gas and diesel powered trucks.
3. Basic occupational safety and health work practices to protect their own safety and health and the safety and health of others.

Skill in:

1. Mechanical repair, adjustment, and fabrication of special equipment.

Ability to:

1. Communicate effectively as required for successful job performance.
2. Fabricate, diagnose, repair and make adjustments to various equipment and systems (e.g., heavy construction and maintenance equipment, gas- and diesel-powered trucks and electronic systems).
3. Install and test pumps, motors and similar equipment.
4. Perform welding.
5. Estimate repair costs.
6. Work from drawings and sketches and make sketches of broken parts for replacement.
7. Make repairs in the field without supervision.

VETERANS PREFERENCE

Veterans' Preference credits will not be granted in the examination as it does not meet the requirements to qualify for Veterans' Preference credit.

CAREER CREDITS

Career Credits will not be added to the final score of this examination.

SELECTION PLAN

Applications will be accepted on a continuous basis. Testing is considered continuous, as new test dates can be set at any time as departmental needs warrant. Each new cut-off (final filing) date will be publicized to ensure that applicants have adequate time to complete and submit an application.

NOTE: If conditions warrant, this examination may utilize an evaluation of each candidate's experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care in accurately and completely filling out his or her application. List all experience relevant to the "Requirements for Admittance to the Examination" shown on this announcement, even if that experience goes beyond the seven-year limit printed on the application. Supplementary information will be accepted, but read the "Requirements for Admittance to the Examination" carefully to see what kind of information will be useful to the staff doing the evaluation.

ADDITIONAL DESIRABLE QUALIFICATIONS

A valid Class A or Class B driver license.

CONTACT INFORMATION

For more information regarding this exam, please call the analyst at 916-227-6860.

SPECIAL REQUIREMENTS

Applicants for positions in this class are required to pass a drug screening test. Testing of current employees who are applicants in an examination or who are transferring is permitted only if the person does not have a current appointment to a class for which drug testing is a requirement.

DISCLAIMER

Please go to the website below to review the official California State Personnel Board class specification:

<http://spb.ca.gov/jobs/resources/jobspecs.htm>

GENERAL INFORMATION

For an examination without a written feature, it is the candidate's responsibility to contact the testing department three weeks after the final filing date if he/she has not received his/her notice.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. However, locations of interviews or performance evaluations may be limited or extended as conditions warrant.

Applications are available at www.jobs.ca.gov, State Personnel Board offices, local offices of the Employment Development Department and the testing department on this job bulletin.

If you meet the requirements stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The testing department reserves the right to revise the examination plan to better meet the needs of the service, if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

Candidates needing special testing arrangements due to a disability must mark the appropriate box on the application and/or contact the testing department.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and the ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide

promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on the bulletin.

Promotional Examinations Only: Competition is limited to employees who have a permanent civil service appointment and military veterans that meet all the minimum qualifications. Under certain circumstances, other employees may be allowed to compete under provisions of Rules 234, 235, and 235.2. State Personnel Board Rules 233, 234, 235, 235.2, and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices, at the State Personnel Board office or www.jobs.ca.gov.

If High School Equivalence is Required: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

TTY is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TTY Device.

For individuals with disabilities, this document may be available upon request in alternate formats. To obtain an alternate format, please call or write to the California Department of Transportation, Office of Examinations and Recruitment Services, P.O. Box 168036, MS 86, Sacramento, CA 95816. Voice (916) 227-7858 California Relay Service: Voice 1-800-735-2922 or TTY 1-800-734-2929