AN EQUAL OPPORTUNITY EMPLOYER M/F
NOTICE OF CIVIL SERVICE EXAMINATION
CITY OF MERIDIAN, MISSISSIPPI

VEHICLE MECHANIC (4035)

Salary Range: $19,324 — $38,082 (Based upon Experience)

OPENING DATE: March 11, 2021
CLOSING DATE: Applications will be accepted until 12:00 Noon on April 12, 2021
Pursuant to Article 5, Section 5.04, of the Civil Service Code of Rules and Regulations (attached), the Commission may reject, or cause to be rejected the application of any person for admission to a test, or may, after examination, decline to certify, or may remove from an eligible list, an applicant who is deemed disqualified.

ESSENTIAL FUNCTIONS: Conducts repair and maintenance work on cars, trucks, vans, dump trucks, backhoes, bulldozers, bush hogs, lawn mowers, trailers, and other city-owned and operated vehicles and equipment. Inspects vehicles to determine problems; troubleshoots various mechanical and electrical systems; conducts computer diagnostic tests to ensure systems are working properly. Performs engine repair and transmission work. Conducts engine tune-ups for vehicles and equipment. Performs brake repair work on vehicles and heavy equipment. Repairs and replaces fuel tanks and water pumps for automobiles and diesel operated engines. Conducts tire and wheel repairs. Replaces and/or repairs thermostats and cooling systems in vehicles and heavy equipment. Fixes bush hog blades and bearings as well as other heavy equipment components and parts; repairs hydraulic motors and engines; replaces valves and lamps. Tasks require the regular and sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that generally involves lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds). Performs other related duties as required.

MINIMUM QUALIFICATIONS: High school diploma or GED; supplemented by one (1) year of previous experience and/or training involving vehicle maintenance and mechanical work; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Mississippi driver’s license.

EXAMINATION: The examination shall consist of a written test representing 100% of total score. The written test shall be conducted at 9:00 A.M. on April 16, 2021 in the Second Floor Conference Room, Union Station, 1901 Front Street, Meridian, Mississippi. Applicants must attain a written test score of 70 or above in order to be considered. No written test will be rescheduled regardless of circumstances. Persons should not apply unless they clearly meet the qualifications set forth in this announcement. False statements are grounds for rejection or discharge from employment. All position classifications will require criminal background report and work history. Failure to complete the background investigation phase shall constitute a failure in the examination. Certification of Eligibility for this position is contingent upon verification of information submitted on Civil Service Application. The Civil Service Examining Board reserves the right to curve the test and results may be curved in accordance with the guidelines provided by the test provider and based upon the needs of the department. As a prerequisite for employment with the City of Meridian, all job applicants offered employment must submit to a drug and alcohol test. Any job applicant who tests positive for drugs or alcohol will not be considered for employment.

EQUAL EMPLOYMENT OPPORTUNITY: The City of Meridian does not discriminate on the basis of race, color, national origin, sex, religion, age and disability in employment or the provision of services. THE AMERICANS WITH DISABILITIES ACT PROHIBITS EMPLOYMENT DISCRIMINATION AGAINST THE DISABLED. However, as a legitimate business necessity applicant must be capable of performing all essential functions of this position, which are considered as bona fide occupational qualifications. Indicate special needs. For Civil Service Application and further information contact: Civil Service Commission, First Floor, City Hall, 601 23rd Avenue, Meridian, Mississippi, or telephone 601-485-1931.