



**Code: 7186**

Family: Construction, Maintenance, and Skilled Labor  
Service: Operation and Construction  
Group: River, Harbor, and Transportation  
Series: Automotive Transportation

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## **CLASS TITLE: MOTOR TRUCK DRIVER – TIRE REPAIRER**

### **CHARACTERISTICS OF THE CLASS**

Under supervision, drives and operates a variety of motor vehicles and power equipment in order to respond to and make service calls to disabled vehicles in the field, performing non-skilled, physically demanding manual work changing out and replacing tires on a wide variety of light, medium and heavy city vehicles, and performs related duties as required

### **ESSENTIAL DUTIES**

- Drives service vehicle (e.g., diesel truck equipped with compressor) to various field sites to change out and replace damaged tires on city vehicles including vans, refuse trucks, snow plows, street sweepers, fire trucks, ambulances and other vehicles and equipment (with the exception of heavy operating equipment)
- Checks damaged/flat tire(s) and wheel area on vehicles to assess damage and ensure that tire(s) can be safely changed out and replaced in the field
- Operates manual or air operated jacks to lift vehicle off ground and uses power and hand tools (e.g., impact wrenches and sockets, lug nut torquing guns) to loosen, remove and tighten lug nuts
- Remounts wheel onto vehicle to replace damaged tire and tightens lug nuts holding tires
- Lifts and rolls tires from service truck, and loads and unloads tools needed to replace tires
- Unloads and returns damaged tires to service garage for repair by contracted vendors
- Transports vehicles, materials, tools, equipment and personnel to and from city and/or vendor locations
- Works inside a service garage to change out and replace tires on vehicles as directed
- Repairs damaged tires as needed, using appropriate hand tools
- Loads service truck with needed supply of tires, hand tools and power tools at start of shift
- Conducts safety inspections to ensure assigned vehicles and related equipment are in proper working order
- Completes and submits activity logs and repair orders in order to document work assignments

**NOTE:** *The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.*

### **MINIMUM QUALIFICATIONS**

#### **Education, Training, and Experience**

- One year of automotive maintenance or tire repair work experience in an automotive repair shop, tire service shop, car dealership or related automotive service facility

#### **Licensure, Certification, or Other Qualifications**

- A valid State of Illinois Class “A” Commercial Driver’s License (CDL) is required with “P” and “X” endorsements
- Must be able to operate vehicles equipped with full air brake systems

### **WORKING CONDITIONS**

- Work is primarily in the field with exposure to outdoor weather conditions
- Automotive service garage facility

### **EQUIPMENT**

- Personal protective equipment (e.g., steel toe boots, safety glasses, gloves, vest )
- Hand and power tools used in replacing and mounting tires on vehicles (e.g., impact wrenches, lug nut torquing guns)
- Standard tools and materials used in tire repair

### **PHYSICAL REQUIREMENTS**

- Heavy lifting (up to 85 pounds) is required
- Ability to walk and stand for extended or continuous periods of time
- Ability to perform physical activities requiring considerable use of one's arms, legs and body to bend, stretch, twist, or reach
- Ability to operate applicable hand tools, power tools, and equipment

### **KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS**

#### **Knowledge**

Good knowledge of:

- \*safety practices, and procedures used in automotive garages
- \*automotive parts and equipment
- \*procedures and methods for removing and replacing damaged/flat tires on vehicles in the field
- \* use of safety equipment and protective gear

Knowledge of applicable City and department policies, procedures, rules, and regulations

#### **Skills**

- ACTIVE LEARNING - Understand the implications of new information for both current and future problem-solving and decision-making
- ACTIVE LISTENING - Give full attention to what other people are saying, taking time to understand the points being made, ask questions as appropriate, and not interrupt at inappropriate times
- EQUIPMENT SELECTION - Determine the kind of tools and equipment needed to do a job

#### **Abilities**

- COMPREHEND ORAL INFORMATION - Listen to and understand information and ideas presented through spoken words and sentences
- SPEAK - Communicate information and ideas in speaking so others will understand
- COMPREHEND WRITTEN INFORMATION - Read and understand information and ideas presented in writing
- RECOGNIZE PROBLEMS - Tell when something is wrong or is likely to go wrong

**Other Work Requirements**

- INITIATIVE – Demonstrate willingness to take on job challenges
  - DEPENDABILITY - Demonstrate reliability, responsibility, and dependability and fulfill obligations
  - ATTENTION TO DETAIL - Pay careful attention to detail and thoroughness in completing work tasks
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All employees of the City of Chicago must demonstrate commitment to and compliance with applicable state and federal laws, and City ordinances and rules; the City's Ethics standards; and other City policies and procedures.

The City of Chicago will consider equivalent foreign degrees, accreditations, and credentials in evaluating qualifications.

\* May be required at entry.

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City of Chicago  
Department of Human Resources  
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