



## **Auto Services Technician**

Washington County offers a full compensation package that reflects how much we value our employees. Please take a look at what you can expect to earn as an **Auto Services Technician** during your first year as a full time Employee with Washington County Government:

- ✓ **Sixty (60) Paid Personal Hours**
- ✓ **Eighty (80) Paid Vacation Hours**
- ✓ **Fourteen (14) Paid Holidays**
- ✓ **One Hundred & Twenty (120) Paid Sick Hours**
- ✓ **County and Employee funded Healthcare including Health, Prescription, Dental and Vision Coverage**
- ✓ **County Paid Employee Assistance Plan**
- ✓ **County Paid Life Insurance**
- ✓ **County Paid Accidental Death and Dismemberment Insurance**
- ✓ **County Paid Short Term Disability Insurance**
- ✓ **County Paid Long Term Disability Insurance**
- ✓ **Up to \$2,500.00 Annual Tuition Reimbursement Assistance**
- ✓ **County and Employee funded Defined Pension Plan**
  - **Vested in just five (5) years.**
  - **Credit for Prior Active Military Service and Unused Paid Sick Days.**
- ✓ **An Annual minimum Salary of \$53,914 starting..**

If our **Auto Services Technician** comprehensive compensation package interests you, please continue reading through our job posting to learn more about the position's duties, responsibilities, prerequisites, etc. and apply online today.



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<b>JOB TITLE:</b>	<b>Auto Services Technician</b>	<b>GRADE</b>	<b>10</b>
<b>DEPARTMENT:</b>	<b>Highway</b>	<b>FLSA STATUS:</b>	<b>Non-Exempt</b>
<b>REPORTS TO:</b>	<b>Fleet Manager, Assistant Fleet Manager and/or Fleet Services Coordinator</b>		

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**GENERAL DEFINITION OF WORK:**

Performs advanced skilled work and diagnostics maintaining and repairing a variety of vehicles and equipment. Direction is provided by Fleet Manager, Assistant Fleet Manager, and/or Fleet Services Coordinator.

**ESSENTIAL FUNCTIONS/TYPICAL TASKS:**

(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.)

1. Perform COMAR 11.22 MDOT and/or State of Maryland vehicle inspections. Compile records and reports on work performed. Maintains fleet inventory records.
2. Assist in the design, fabrication and installation of specialty parts such as electrical wiring and brackets for new components. Perform welding and fabrication tasks. Clean and maintain tools, equipment, and shop facilities. Perform repairs and upgrades to shop facilities, as well as, MOSHA/OSHA, MDE and other types of building and/or equipment inspections.
3. Load and move equipment; remove, replace and/or overhaul engines, transmissions and other major/minor components, mount and balance tires, etc.
4. Performs and maintains preventive maintenance on mowing equipment, pumps, compressors and trailers and other major components and subassemblies.
5. Perform diagnosis and repair of hybrid, electric, gasoline, flex-fuel, propane and diesel-powered vehicles and equipment, drivetrain, hydraulic and pneumatic suspension systems, hydraulic systems, electrical systems, pneumatic and hydraulic braking systems.
6. Perform starting and charging system tests. Rewire trucks and vehicles and install electrical and hydraulic components or electrical accessories.
7. Checks and repairs or replaces various standard parts and assemblies such as generators, starter motors, wiper motors/blades, drive/timing belts/chains, ball joints, king-pins, brake linings/pads, wheel bearings, half-shafts and axles.
8. Perform cooling system diagnosis and repair. Perform air conditioning system diagnosis and repair. Perform hydraulic system repairs (cylinders, salt spreaders, plows, etc.)
9. Supervise less skilled technicians, mechanics or helpers.
10. Perform electronic power train fault diagnosis on vehicles using a variety of computerized scanners, CAN laptops, analyzers and meters.
11. Functional use of industrial sand blasting equipment and techniques.
12. Reviews technical service bulletins and technical reports by interacting with computers, Internet and various software programs.
13. Orders replacement parts and equipment (maintain record of work order labor hours and parts installed) using various devices such as phones, computers and software.
14. Cleans and maintains tool, equipment and shop facilities and grounds.
15. Performs standard automotive services such as lubrication, changing oil, fueling, cleaning or greasing parts.
16. Performs engine tune-ups and adjustments to valves, spark plug gaps, ignition systems, lights, brakes and clutches. Assures emissions standards meet specified regulations as well as handling recalls from vehicle manufacturers.
17. Job title classified as essential personnel policy requiring reporting for duty as required during emergency and non-emergency call-outs.
18. Installs and repairs electronic and radio equipment.
19. Performs related work as required.

**KNOWLEDGE, SKILLS AND ABILITIES:**

1. Advanced knowledge of the principals of operation, basic components, common malfunctions, corrective

repair/diagnostic practices and preventive maintenance techniques for internal combustion engines and various motor vehicle systems and sub-assemblies including automotive passenger cars, trucks, construction and maintenance machinery and equipment; general knowledge of necessary safety precautions; skill in the use of tools and machinery used; ability to detect by inspection worn or broken parts; ability to adapt available tools and parts to specific repair problems.

2. Fundamental knowledge of the basic principles and techniques of SMAW/MIG and oxy/acetylene welding and/or cutting.
3. Ability to drive and/or operate any County vehicle, machine or equipment.
4. Ability to develop effective work methods; to understand and carry out detailed, complex instructions; and prepare/keep/perform maintenance reports, records and service operations.
5. Ability to work effectively with, and to lead co-workers and/or subordinates if designated.
6. Functional interactive navigational computer skills to work with various software installed on stand-alone PC's, networked PC clients and web-based program and/or applications, knowledgebase's etc.
7. Must obtain within nine (9) months or already possess a Class "B" CDL driver license, and a minimum of five (5) ASE Certification credentials under Auto & Light Truck and/or Medium/Heavy-Duty Truck.
8. Performs related work as required.

#### **EDUCATION AND EXPERIENCE:**

1. Any combination of education and experience equivalent to graduation from high school and considerable experience repairing automotive and power-driven equipment.
2. Five (5) years of full-time paid employment in the servicing, maintenance, and repair of motor vehicles or motor equipment, one year of which must have involved responsibility for performing automotive and/or heavy-duty truck repair with mechanical and electronic system troubleshooting.
3. Vocational training in the field of automotive design and component repair. Factory certified training courses.
4. A comparable amount of training and experience may be substituted for the minimum qualifications.

#### **OTHER:**

1. Washington County (The County) supplements base pay with a \$0.35-cent stipend for a maximum of fifteen (15) ASE certifications in the amount of \$5.25-hour. ASE credentials are determined by The County requiring Master Auto & Light Truck and Master Medium/Heavy-Duty Truck certifications.
2. The County provides 100% hand tools, roll chest, diagnostic instruments and equipment.
3. Collective bargaining a/k/a/ Union membership with AFSCME is optional.

#### **PHYSICAL REQUIREMENTS:**

This is heavy work requiring above average physical condition requiring exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects, work requires climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken work levels; visual acuity is required for depth, color, peripheral vision and preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arms' length, operation of machinery, equipment and motor vehicles, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, hazards, atmospheric conditions, oils, and wearing a respirator. The employee may be exposed to blood-borne pathogens and may be required to wear specialized personal protective equipment. Physical and mental capability to effectively use and operate various items of office related equipment, such as, but not limited to a personal computer, calculators, copiers, fax machines, telephones and two-way radios.

#### **SPECIAL REQUIREMENTS:**

Possession of and ability to maintain a valid Class "B" Commercial Drivers' License for air brake equipped vehicles (**or the ability to obtain within 9 months of employment**). Those without a valid Class "B" Commercial Drivers' License will need to obtain a CDL learners permit within 60 days from the date of hire. Training paid and provided upon hire for those who will need to obtain a valid Class "B" Commercial Drivers' License. Possession of or willingness to obtain a minimum of five (5) ASE Medium/Heavy Truck, and/or Auto/Light Truck technician certifications and the ability to secure industrial lift truck, a.k.a., fork-lift certification within twelve (12) months of hire date.

Reasonable accommodations may be provided to enable individuals with disabilities to perform the essential tasks.

Applicant must be legally authorized to work in the United States and willing to provide unexpired USCIS Form I-9 employment eligibility verification documentation upon request.

**Easy Ways to Apply:**

1. Visit our website at <https://www.washco-md.net/jobs/>  
or
2. Complete and email an Application to [HR@washco-md.net](mailto:HR@washco-md.net)  
or
3. Complete and mail Application to:  
Washington County Human Resources Department,  
100 W. Washington Street, Room 2300,  
Hagerstown, Maryland 21740

Washington County is an Equal Opportunity Employer. Individuals requiring special accommodations or assistance are requested to contact the Human Resources Department at 240-313-2350, Voice or TDD (D/HH use 711) M/F/H/V.

**DEADLINE FOR FILING APPLICATIONS WITH HUMAN RESOURCES:**

**Thursday, February 5, 2026 @ 4PM**