

REVISED EXAMINATION ANNOUNCEMENT

SEPTEMBER 28, 2022

EXAM TITLE: HEAVY EQUIPMENT MECHANIC

EXAM CODE: 2FS32

EXAM BASE: OPEN

DEPARTMENT: DEPARTMENT OF FORESTRY AND FIRE PROTECTION

FINAL FILING DATE: **OCTOBER 9, 2022**

The bulletin announcing the above examination has been amended as follows:

*The final filing date has been extended to **OCTOBER 9, 2022**. Applications postmarked after **OCTOBER 9, 2022** will **NOT** be considered for this examination.

Dates printed on Mobile Bar Codes, such as the Quick Response (QR) Codes available at the USPS, are not considered Postmark dates for the purpose of determining timely filing of an application.

If using the United States Postal Service (USPS) for delivery, there is no guarantee that your application will be postmarked and arrive by the final filing date. If your application does not have a postmark and arrives after the final filing date, your application will not be accepted into the examination. Therefore, to ensure timely delivery of your application, it is recommended that you use either parcel service, or certified mail. Using one of these options will provide proof the application was sent prior to the final filing date.



Heavy Equipment Mechanic

Exam Code: 2FS32

Department: State of California

Exam Type: Servicewide, Open

Final Filing Date: October 9, 2022

CLASSIFICATION DETAILS

Heavy Equipment Mechanic – \$5,236.00 - \$6,623.00 per month

[View the Heavy Equipment Mechanic classification specification](#)

APPLICATION INSTRUCTIONS

Final Filing Date: October 9, 2022

Who Should Apply:

Applicants who meet the minimum qualifications as stated on this bulletin may apply for and take this examination.

Once you have taken this examination, you may not retake it for **six (6)** months.

How To Apply:

The link to connect to the Training and Experience Evaluation is located farther down on this bulletin in the “Taking the Exam” section.

SUBMIT BY MAIL OR IN PERSON:

Department of Forestry and Fire Protection
710 Riverpoint Court
West Sacramento, CA 95605
Examination Unit – (Attn: Diana Valenciano)

Special Testing Arrangements:

If you require special testing arrangements due to a verified disability or medical condition, please contact:

California Department of Human Resources
CalCareer Service Center
1810 16th Street
Sacramento, CA 95814

Phone: (866) 844-8671

Email: CalCareer@CalHR.CA.GOV

California Relay Service: 7-1-1 (TTY and voice)

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

MINIMUM QUALIFICATIONS

All applicants must meet the education and/or experience requirements as stated on this exam bulletin to be accepted into the examination. Part-time or full-time jobs, regardless of whether paid or volunteer positions, and inside or outside California state service will count toward experience.

Heavy Equipment Mechanic

Either I

Possession of a valid California Class 3 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 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(b) 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.)

Or III

Three years performing the duties of a Heavy Equipment Mechanic Apprentice in the California state service, at least two years of which shall have included experience on gasoline and diesel-powered heavy construction or highway maintenance equipment.

ADDITIONAL DESIRABLE QUALIFICATIONS

Possession of a valid California Class 2 or Class 1 driver license.

POSITION DESCRIPTION

Heavy Equipment Mechanic

Under direction, to construct, repair and maintain automotive and heavy maintenance and construction equipment; may instruct and lead or direct the work of apprentices, helpers, Service Assistants (Automotive) or other employees, inmates, wards or resident workers; and to do other related work.

EXAMINATION SCOPE

This examination consists of the following components:

Training and Experience Evaluation – Weighted 100% of the final score.

The examination will consist solely of a **Training and Experience Evaluation**. To obtain a position on the eligible list, a minimum score of 70% must be received. Applicants will receive their score upon completion of the Training and Experience Evaluation process.

In addition to evaluating applicants' relative knowledge, skills, and ability, as demonstrated by quality and breadth of education and/or experience, emphasis in each exam component will be measuring competitively, relative job demands, each applicant's:

Knowledge of:

1. Preventative maintenance for all equipment (e.g., hoist, pressure washer, compressor) to ensure safe and effective operation.
2. Basic vehicle maintenance and repair (e.g., pre-trip inspection, scheduled maintenance, brake adjustment) to ensure safety and operational readiness.
3. Diagnostics and repair methods for equipment (e.g., emergency, construction, facilities) to ensure safe operation and well-maintained equipment.
4. Methods used in overhaul, repair, and adjustment of equipment (e.g., emergency, support, heavy) to ensure safe and effective repairs are completed.
5. Industry standards required for repair and adjustment of mobile and stationary equipment to ensure safe and effective operations.
6. Tools and machinery (e.g., hoist, pressure washer, compressor) used for preventative maintenance and repairs of all emergency and/or non-emergency equipment to ensure safe and well-maintained equipment.
7. Operating characteristics and controls (e.g., suspension systems, transmission, hydraulic systems) of all emergency and/or non-emergency equipment to ensure safe and well-maintained equipment.
8. Methods used in fabrication and assembly of emergency and/or non-emergency equipment to ensure safe and effective repairs are completed.
9. Equipment inventory management to maintain adequate supplies (e.g., parts, lubricants, tires) for common repairs to ensure safety and operational readiness.
10. Tools and equipment (e.g., hand tools, power tools, diagnostic) to ensure safe and effective repairs are completed.
11. Operating characteristics of emergency and/or non-emergency equipment for diagnosis and repair of equipment to ensure safe and effective operation.
12. Fabrication methods (e.g., cutting, welding, grinding) for modification and repair of equipment.
13. Emergency and/or non-emergency equipment to diagnosis and execute repairs.
14. Computer programs (e.g., Microsoft Office Suite, fleet software) to maintain accurate records, communicate effectively, and contribute to the Department operations.
15. Proper utilization of Personal Protective Equipment (PPE) for safe and effective operation and use.
16. Communicate (e.g., orally, written, electronic) effectively to exchange and/or provide information and/or direction.
17. Writing elements (e.g., spelling, grammar, sentence structure) to ensure that written materials are complete, concise, and error free.
18. Advanced electronic and computerized diagnostic equipment (e.g., scanners, laptops, multi-meter) for proper diagnosis and repair of vehicles and heavy equipment.
19. Potential hazards (e.g., health, workplace violence, personal security) associated with working in a high-risk environment to ensure personal and personnel safety.

20. Gas, diesel-powered, and electric equipment (e.g., emergency, non-emergency, construction, stationary) to ensure safe and well-maintained equipment.

Skill to:

1. Inspect and adjust gas, diesel-powered, and electric equipment (e.g., emergency, non-emergency, construction, stationary) to ensure safe and well-maintained equipment.
2. Repair gas, diesel-powered, and electric equipment (e.g., emergency, non-emergency, construction, stationary) to ensure safe and well-maintained equipment.
3. Perform mechanical repairs on mobile and stationary equipment (e.g., generators, vehicles) to ensure operational readiness.
4. Communicate (e.g., orally, written, electronic) effectively to exchange and/or provide information and/or direction.
5. Produce written correspondence (e.g., email, letters, forms) to effectively convey information.
6. Operate a computer to perform daily duties (e.g., inventories, repair, service order) to ensure effective job performance.
7. Properly utilize Personal Protective Equipment (PPE) for safe and effective operation and use.
8. Safely drive and operate equipment (e.g., utility vehicles, mobile repair unit) through adverse conditions (e.g., mountainous/rough terrain, heavy traffic, long drives) to ensure safe and effective operation.
9. Operate various tools (e.g., power, hand, diagnostic) for safe and effective use.
10. Move in various ways (e.g., twist, kneel, squat) to complete jobs, tasks, and projects.

Ability to:

1. Troubleshoot various equipment (e.g., pumps, engines, accessories) to pinpoint repairs and maintenance.
2. Test various equipment (e.g., pumps, engines, accessories) to ensure proper functionality.
3. Communicate effectively (e.g., verbal, written, electronic) to ensure correct and clear information is conveyed and understood.
4. Communicate (e.g., read, write, speak) effectively in English at a level required for successful job performance.
5. Read and interpret reference materials (e.g., training, policies, reports) for effective application.
6. Perform preventative maintenance (e.g., oil change, fluid replacement, tires) on mobile equipment to ensure safe operations.
7. Determine and implement effective and appropriate courses of action (e.g., prioritize, delegate) to perform maintenance on equipment.

8. Operate Department equipment (e.g., vehicles, shop equipment) safely to minimize injury and comply with regulations.
9. Perform safety inspections and repairs at various locations (e.g., roadside) for operational readiness.
10. Inspect and approve work done by others (e.g., vendors, employees) to ensure correct completion of assignment.
11. Correct safety hazards (e.g., lifting technique, spills, trip hazards) to ensure workplace safety.
12. Document all repair work utilizing department forms and/or fleet software (e.g., work order, faulty equipment report, permanent equipment record) to stay in compliance with Department policies and procedures.
13. Use computer software (e.g., Microsoft Office Suite, fleet software) to complete reports, create documents, invoices, and communicate appropriately with others.
14. Move in various ways (e.g., twist, kneel, squat) to complete jobs, tasks, and projects.
15. Perform arduous physical activity (e.g., heavy lifting) in all conditions and terrain (e.g., long work hours, extreme weather) for effective job performance.
16. Manage time effectively, multi-task, and prioritize assignments to meet objectives.
17. Interpret applicable codes, laws, rules, and regulations (e.g., Federal, State, local) to ensure appropriate application in all administrative and mechanical activities.
18. Accurately interpret and follow directions from others (e.g., supervisors, cooperating agencies, officials) to follow chain of command and ensure correct completion of assignments.
19. Establish and maintain cooperative relationships with Department employees and the public to meet the mission of the Department.
20. Inspect and adjust gas, diesel-powered, and electric equipment (e.g., emergency, non-emergency, construction, stationary) to ensure safe and well-maintained equipment.
21. Work independently and/or as part of a team to meet the mission of the Department.
22. Assume additional roles and responsibilities in emergency situations to support the Department's mission.
23. Make safe and effective decisions in the performance of the job for personal and personnel safety.

ELIGIBLE LIST INFORMATION

A servicewide, open eligible list for the Heavy Equipment Mechanic classification will be established for the State of California (all State of California departments, statewide).

The names of successful competitors will be merged onto the eligible list in order of final score regardless of exam date. Eligibility expires **twelve (12) months** after it is established. Applicants must then retake the examination to reestablish eligibility.

Veterans' Preference will be granted for this examination. In accordance with Government Codes 18973.1 and 18973.5, whenever any veteran, or widow or widower of a veteran achieves a passing score on an open examination, he or she shall be ranked in the top rank of the resulting eligible list.

Veterans status is verified by the California Department of Human Resources (CalHR). Information on this program and [the Veterans' Preference Application](#) (Std. form 1093) is available online. Additional information on veteran benefits is available at the Department of Veterans Affairs.

EXAMINATION INFORMATION

[Preview of the HEAVY EQUIPMENT MECHANIC Training and Experience Evaluation](#)

PREPARING FOR THE EXAMINATION

Here is a list of suggested resources to have available prior to taking the exam.

Employment History: Employment dates, job titles, organization names and addresses, names of supervisors or persons who can verify your job responsibilities, and phone numbers of persons listed above.

Education: School names and addresses, degrees earned, dates attended, courses taken (verifiable on a transcript), persons or office who can verify education, and phone numbers of persons or offices listed above.

Training: Class titles, certifications received, names of persons who can verify your training, and phone numbers of persons listed above.

TAKING THE EXAMINATION

[Take the HEAVY EQUIPMENT MECHANIC examination](#)

TESTING DEPARTMENTS

State of California (all State of California departments)

CONTACT INFORMATION

California Department of Human Resources
CalCareer Service Center
1810 16th Street
Sacramento, CA 95814
Phone: (866) 844-8671
Email: CalCareer@CalHR.CA.GOV

California Relay Service: 7-1-1 (TTY and voice)

Bulletin Date: 8/31/2022

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EQUAL OPPORTUNITY EMPLOYER

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right of family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding, and related medical conditions), and 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.

GENERAL INFORMATION

Examination and/or Employment Application (STD 678) forms are available at the California Department of Human Resources, local offices of the Employment Development Department, and through your [CalCareer Account](#).

If you meet the requirements stated on this examination bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described in this bulletin will be rated against a predetermined job-related rating, and all applicants who pass will be ranked according to their score.

The California Department of Human Resources (CalHR) 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 applicants will be notified.

General Qualifications: Applicants must possess essential personal qualifications including integrity, initiative, dependability, good judgement, 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) servicewide 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.

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