



**American Samoa
Power Authority**

Human Resource Division, Tafuna
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PUBLIC JOB POSTING

<i>Position Title</i>	Auto Mechanic I	<i>Posting Date</i>	September 13, 2023
<i>Department</i>	Auto Shop	<i>Deadline</i>	September 26, 2023 – 4:00 p.m.
<i>Division</i>	Support Services		
<i>Position Type</i>	Career Service – 12 months probation	<i>Pay range</i>	\$8.89/hour - \$9.25/hour
<i>Reports To</i>	Auto Shop Supervisor	<i>Job Grade/Status</i>	D/6/A – D/7/A, Non-Exempt

Major Duties & Responsibilities

The primary objective of the position is to perform skilled maintenance and repair work on all vehicles, light and heavy equipment fleets; disassemble and assemble engines and hydraulic units; perform minor or major overhaul and repair work re: mechanical components, electrical system, brakes, fuel system, clutch, cooling system, air conditioning, differential, transmission, etc; provide call-out/emergency repair services as required; assist in ensuring adequate inventory of high-usage parts and supplies; assist in ensuring maintenance and repair work is cost effective and efficient. This position may also be required to perform administrative duties related to auto shop services as needed amongst other duties as required by superiors.

Minimum Requirements

<i>Education</i>	HS Diploma with Certification in Automotive Mechanics – trade & technology required; AS degree in Automotive Technology with Certification <i>preferred</i>
<i>Experience</i>	At least 4 years of work experience in automotive or related field. Experience and skills in safely operating a heavy duty lathe machine would be an added advantage. Computer skills in ProDemand Automotive Repair online program is also a plus.
<i>COVID 19 Vaccinations</i>	Applicant must show evidence of having completed the full course of vaccination against Covid19 as approved by the FDA & WHO.
<i>Skills, Abilities, Other Requirements</i>	<p>Must be knowledgeable of:</p> <ul style="list-style-type: none"> • vehicle painting procedures and protocols • hydraulics and in using diagnostic scanning tools for troubleshooting and identifying vehicle electronic problems • tools and equipment used in the diagnosis, overhaul, repair and adjustment of vehicle, light and heavy equipment • auto-electronics, on-board computers, and how to access them for diagnosing problems hazards and safety precautions involved with the work <p>Must have skills:</p> <ul style="list-style-type: none"> • in automotive body repair and repainting work • in diagnosis of vehicle, light and heavy problems • to lubricate and service equipment as per maintenance schedule • to fabricate parts and panel where safe and acceptable options are available • to perform welding work where required • in the use of automotive mechanical and electronic tools (air/power) and equipment <p>Must have ability to:</p> <ul style="list-style-type: none"> • perform administrative duties – using Microsoft office programs, email, creating service orders, estimates, etc. • work rotating shifts, weekends and holidays when required • read and understand technical manuals, reports and instructions including schematic drawings and diagrams • establish and maintain effective working relationships with those contacted in the course of work • read and follow manuals and standardized procedures in service and maintenance of vehicles/equipment • be a team player and willing to offer assistance on critical matters and issues pertaining to the Auto Shop • ensure safe working practices at all times

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| | <ul style="list-style-type: none">• assist in maintaining appropriate records• be proactive and responsible• perform housekeeping duties in keeping workshop clean and tidy |
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Qualified applicants: Please submit a completed ASPA Employment Application with a copy of your resume to ASPA (address listed above) by the deadline listed above. Attach copies of credentials and transcripts. Candidates selected for hire must pass examinations (when applicable), pre-employment clearances & test negative on employment drug test. ASPA reserves the right to waive education and experience requirements as necessary. Salary will commensurate with experience and education. No phone inquiries accepted.

An Equal Opportunity Employer* A Drug Free Workplace