



**CITY OF HUNTINGTON BEACH
INTER-DEPARTMENTAL COMMUNICATION
HUMAN RESOURCES**

TO: PERSONNEL COMMISSION

FROM: MICHELE WARREN, DIRECTOR OF HUMAN RESOURCES

SUBJECT: REVISIONS TO MECHANIC II JOB CLASS SPECIFICATION

DATE: AUGUST 21, 2019

The Public Works Department is seeking to update the job class specification of **Mechanic II**, represented by the Municipal Employees Association (MEA).

Modifications to the **Mechanic II** job specification are recommended to: 1) update the job duties 2) add applicable professional certificates: 3) incorporate language regarding participation in the DMV Employer Pull Notice program for those required to drive; and 4) include language stating the obligation as a City employee to work as a Disaster Service Worker when necessary. The requested modifications are intended to update the classification to reflect the present hiring standards. The current pay grade remains the same.

The Human Resources and Public Works Departments collaborated on the changes to the job classification. The City and MEA have met and conferred regarding the changes to this classification. .

At this time, staff requests the Personnel Commission approve the recommendation in accordance with Personnel Rule 12 regarding amendments to the City's Classification Plan.

STAFF RECOMMENDATION

Job Class Title:	Mechanic II
Pay Grade:	MEA348
Affected Employees:	None
Recommendation:	Approve the updated job class specification

Attachment: Mechanic II Job Class Specification

Cc: Tom Herbel, Acting Director of Public Works
Jerry Thompson, General Services Manager
Terry Tintle, Chief Stewart, Teamsters