



## City of Kansas City, Missouri Job Class Specification

**Job Title:** BODY REPAIRER

**Department:** MULTI

**Job Code:** 5229

**Status:** NONEXEMPT

**Grade:** L-7

### Summary

This is skilled bodywork for diversified light duty, heavy duty, earthmoving, construction, automotive and fire equipment.

Work involves the evaluation and repair of body vehicle parts, components and attachments. Work requires the use of both the usual automotive mechanical tools and specialized body shop equipment. Work assignments are received from a supervisor either orally or in writing, and may include performing or assisting in diagnosing the extent of damages, estimated cost, and feasibility of repair. An employee of this class performs any repair and/or replacement and any tests or checks to determine the work has been satisfactorily completed.

### Duties and Responsibilities

- Examines exterior and interior of motorized equipment for total damages.
- Estimates costs of repairing damaged equipment bodies; determines feasibility and cost of repair and/or replacement of frames, parts, components and attachments including mechanical, electrical or other required repairs. Provide cost estimate to user department and discuss options with the department.
- When repairs are authorized, orders required parts and materials.
- Performs necessary repairs or replacement for vehicles or equipment.
- Fabricates parts that are not reasonably available.
- Performs certification of repairs as appropriate.
- Prepares records of work performed and estimates using standard forms.
- Maintain work area in safe and organized manner.
- May act as a lead worker.
- Performs related duties as required.

### Technical Skills

- Must demonstrate ability to operate and interpret complex equipment; determine the appropriate repair for equipment based on own knowledge and reference materials.
- Must demonstrate the ability to perform calculations using changes in units of measure and in the interpretation of complex gauges and scales; differentiate between metric and standard units of measure; perform calculations with liquid flows, pressures, and volumes.
- The level of technical skill required would be similar to those of ASE Body Repairer.
- This individual has typically completed an apprenticeship program so that the skill level is a master level.

### Education and Experience

Three (3) years experience as a body repairer of automobiles, trucks, and/or construction equipment.

- Certificates/  
Licenses/Special  
Requirements**
- Must possess a valid State –issued driver’s license in accordance with the City of KCMO policies.
  - Possession of a valid CDL (Commercial Driver’s License) Class A, B, or C issued by the state of Missouri prior to the end of the employee’s probationary period. (Appropriate CDL will be determined by the department).
  - Must pass a physical examination as prescribed by the City.
  - Must pass a background check as proscribed by the City.
  - Will be required to pass a preemployment drug screen.

**Supervisory  
Responsibility**

None.

**Supervision  
Received**

Work is performed under general supervision.

Note: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required. Reasonable accommodation will be provided to qualified individuals with disabilities. The City of Kansas City has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.

**Created**

8/78

**Revised**

5/95, 10/03, 9/06, 1/08, 8/2022 , 01/2024