

## **MECHANIC**

### **DEFINITION:**

Under general supervision of the Maintenance and Operations Manager and daily direction and leadership of the Lead Mechanic, performs a variety of skilled and semi-skilled automotive repair and maintenance tasks on school busses and other District vehicles; assumes and performs related work as necessary or required.

### **CLASS CHARACTERISTICS:**

This class is a full journey level heavy duty automotive repair mechanic and is distinguished from the Lead Mechanic in that incumbents are not expected to provide leadership and direction to other garage employees.

### **EXAMPLES OF DUTIES:**

Inspects, diagnoses and repairs District automotive and other powered equipment including: the performance of a wide variety of maintenance, repair and rebuilding work such as major and minor engine and transmission overhauls, tune-ups, carburetor rebuilding, electrical systems repair, hydraulic and air brake system adjustment, repair and replacement, axle and wheel bearing replacement, vehicle lubrication, and tire changing and repair; *E*

Operates District vehicles including: driving to disabled vehicles to diagnose problems, returning vehicles repaired on the road to the District garage, and/or performing road tests on vehicles to diagnose faults and ensure safe operating condition; *E*

Performs California Highway Patrol (CHP) required periodic bus inspections to identify and/or repair potential problems before they occur and document compliance, including a visual walk through, adjusting brakes, checking suspension part and tire wear and for leaks of any kind; *E*

Performs preventive maintenance on District=s maintenance vehicles; *E*

Responds to calls for automotive field assistance, effecting emergency repairs as necessary; *E*

Does electrical and gas welding;

Checks batteries and drains air tanks;

May repair and replace damaged upholstery items in District school buses and other vehicles;

Prepares, keeps and maintains records of work and material;

Maintains an orderly and safe work area.

### **SUPERVISION:**

General supervision is received from the Maintenance and Operations Manager, while daily leadership and direction is provided by the Lead Mechanic.

Supervision is not exercised over other employees

*E denotes an essential function of the job.*

**MINIMUM QUALIFICATIONS:**

**Knowledge of:**

Methods, materials, tools and equipment used in the maintenance and repair of automotive equipment,

including buses, trucks, automobiles and other powered equipment;

Provisions of the California Motor Vehicle, and other Codes applicable to the use and repair of vehicles utilized in the transportation of students and others;

Defensive driving methods and techniques;

Basic mathematics used in a garage;

Standard record keeping and filing procedures;

Appropriate safety precautions and procedures used in a vehicle repair facility.

**Ability to:**

Locate and diagnose mechanical defects;

Read and understand test instruments, gauges and meters;

Efficiently perform skilled repair and overhaul work on a variety of automotive and other powered equipment utilizing varied test instruments, tools, gauges and instruments;

Operate vehicles and busses utilizing legal and defensive driving practices;

Learn District and Administrative regulations applicable to vehicles utilized in the transportation of students and others;

Read, understand, and work from information contained in technical and shop manuals;

Maintain simple records;

Understand and carry out oral and written instructions;

Establish and maintain good work relationships.

**EDUCATION AND EXPERIENCE:**

Two or more years of journey level vehicle repair and servicing experience (preferably involving repairs to heavy duty equipment such as diesel trucks and busses); individuals possessing the skills, knowledge and abilities listed above are considered to have attained education sufficient to succeed in the classification.

**PHYSICAL DEMANDS AND WORKING ENVIRONMENT:**

Frequently stands, walks, climbs stairs and ladders, maintains balance, stoops, bends repeatedly, kneels, crawls, and reaches over head; lift, push, pull, carry up to 100 pounds; repetitively uses fingers on both hands, twists and exerts pressure with wrists and hands; uses both hands/legs simultaneously; requires rapid mental/muscular coordination; communicates clearly and is able to understand normal voice conversation; requires hearing over a broad range of frequencies; has good depth perception and normal color vision; visual acuity sufficient to see small details and long distances in an outdoor environment and/or inside with marginal lighting; operates motorized or air powered repair and electric/electronic diagnostic equipment; drives District vehicles and school busses; uses a telephone and computer; works inside and outside with temperature changes and heat frequently over 90EF; works in confined spaces, wet/damp areas, and as necessary with inadequate lighting; works with loud noises and vibrations; works with sharp objects, dangerous machinery with moving parts, and moving vehicles; frequently exposed to chemicals, odors, explosive substances, fumes, dust, gases, and toxic materials; has direct contact with

district staff and vendors; occasionally works with tight deadlines, often without direct guidance from supervisor; is required to wear eye protection, steel toe boots, and occasionally gloves, respirator, and hearing protection. Employment is contingent upon passing the D.O.T. physical and a back evaluation test.

**LICENSES REQUIRED:**

Shall within the first five months of employment obtain a valid and appropriate California Class B, P endorsement Driver's License. This license must be maintained as a condition of employment.

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