

SONORA UNION HIGH SCHOOL DISTRICT

Job Description

FLEET MECHANIC I

DEFINITION

Performs repairs and maintains school buses, District vehicles and other internal combustion, powered mechanical equipment. Receives direct or general supervision from the Shop Foreman.

CLASS CHARACTERISTICS

Positions in this class perform heavy-duty vehicle journeyman-level servicing, vehicle inspection and repair of school buses and other District vehicles. Incumbents in this class make decisions and choices of materials, methods and tools to be used on assigned repairs in accordance with standard methods and procedures. Incumbents are expected to solve most technical problems confronted through the application of judgment and training.

ESSENTIAL DUTIES AND RESPONSIBILITIES Other related duties may be assigned.

Director of Transportation has the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Inspects buses, automobiles, trucks, tractors and other mechanical equipment used in the district.
- Diagnoses problems and makes mechanical repairs and installations such as overhauling, assembling transmission and differentials, fitting pistons and rings, relining and adjusting brakes, aligning wheels, installing axles, and overhauling steering gears and drive shafts.
- Inspects and makes repairs to water cooling systems.
- Performs scheduled repairs and keeps preventive maintenance logs.
- Repairs and makes adjustments to steering geometry; does electric and acetylene welding, fabricating new parts when necessary; and makes repairs to other mechanical equipment.
- Services equipment with gasoline, diesel and propane and oil, lubricates equipment, and changes and repairs tires.
- Operates District vehicles.
- Perform duties as substitute School Bus Driver.

LICENSE REQUIRED

- Valid California Driver's License.
- Successful completion of the Driving and First Aid examinations for school bus drivers.
- Valid California Bus Driver's Certificate.
- Valid California Class "B" Driver's License, Passenger Endorsement.
- Valid School Bus Driver Medical Certificate.

GENERAL QUALIFICATIONS

Knowledge of:

- Principles of internal combustion engines
- Provisions of the California Motor Vehicle Code and Education Code applicable to the operation of vehicles in the transportation of students
- Tools, equipment and procedures used in the service, overhaul, and repair of motor equipment
- Methods and procedures used in the repair and adjustment of heavy duty automatic transmissions
- Shop mathematics applicable to the mechanical trades
- Appropriate safety precautions and procedures

Ability to:

- Perform skilled repair and overhaul work on gasoline and diesel powered equipment
- Use standard mechanics' equipment skillfully in the performance of assigned work
- Work from mechanical diagrams and technical automotive repair manuals
- Road test instruments, meters and gauges
- Perform shop mathematics and maintain simple records
- Understand and carry out oral and written instructions
- Establish and maintain working relationships with students, staff, subordinates and supervisory employees
- Perform duties with awareness of all District requirements and Board policies
- Meet deadlines with severe time constraints

TRAINING AND EXPERIENCE

Any combination of training, education and experience which demonstrates an ability to perform the duties of the position such as journey-level experience performing repair of diesel, gasoline, and propane powered heavy equipment, and completion of formal or informal training in diesel and gasoline equipment mechanics.

PHYSICAL DEMANDS AND WORKING CONDITIONS

Must possess mobility to work in and around a standard shop setting, to operate a motor vehicle and drive on surface streets; strength, stamina, and mobility to perform light to medium physical work, to work in confined spaces and around machines, to climb and descend ladders, and to operate varied hand and power tools, equipment, and machinery; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 100 pounds, or heavier weights with the use of proper equipment.

Employees primarily work in the centralized maintenance shop and occasionally in the field and are exposed to loud noise levels, vibration, confining workspace, chemicals, dust, paint fumes, mechanical and electrical hazards, grease, oils, solvents, machinery with extremely hot surfaces and moving parts, moving objects or other vehicles, as well as cold and hot temperatures, inclement weather conditions, and road hazards. Employees may interact with members of the public or with staff under emotionally stressful conditions while interpreting and enforcing departmental policies and procedures.

Other Conditions:

- Required to use personal tools in the course of employment
- May be required to work in inclement weather without effective protection from sun, cold and rain
- Required to work with toxic or caustic chemicals
- Consistent and regular attendance is essential
- The noise level in the work environment is usually loud and occasionally very loud

Sonora Union High School District is an Equal Opportunity/Affirmative Action Employer and reasonable accommodations are made under the American with Disabilities Act as required by law.

Board Approved: April 20, 1999

Revised: February 6, 2018