MORENO VALLEY UNIFIED SCHOOL DISTRICT
Human Resources Division

I. Position Title

Automotive/Diesel Mechanic II

II. Position Description

Under general supervision, to perform journeyman level skilled work in the diagnosis, overhaul, repair, and preventive maintenance of diesel, gasoline, and alternative fuel (CNG, propane) powered engines; repairs, rebuilds, or replaces transmissions, drive trains, brakes, steering, air conditioning, fuel and electrical systems, wheelchair lifts, and all similar vehicle components; and to do related work as may be required.

III. Examples of Duties/Responsibilities

A. Performs overhaul, maintenance, servicing, and repair work in gasoline, diesel, CNG and propane powered buses, automobiles, trucks, and other mechanical equipment – E
B. May repair and/or provide towing service on road in event of vehicle breakdown – E
C. Inspects and diagnoses mechanical failures and defects, performs all types of mechanical replacement and repair to brake systems, manual transmissions and adjustment of automatic transmissions, drive line assemblies including replacement of universal joints, differentials, steering systems, hydraulic and air systems, water and fuel pumps, air conditioning systems, governors, injection timing and valve adjustments, carburetors, turbos, alternators and starters, instruments such as odometers and drive cables, electrical systems, tire maintenance, glass/window, seat repairs, and exhaust systems – E
D. Uses electric and gas welding equipment, cutting torch, and shaping tools– E
E. Constructs or manufactures parts and equipment
F. Informs supervisor of safety factors on any vehicle that may require repair or replacing - E
G. Performs safety inspections and performs preventive maintenance on all buses and other District vehicles - E
H. Runs a variety of diagnostic tests – E
I. Reads, interprets, and follows schematic drawings and diagrams - E
J. Operates all buses and District vehicles – E
K. Secures grounds, access gates, and vehicles - E
L. Keeps time, labor, and material records – E
M. Performs other related duties as direct
IV. Minimum Qualifications

Knowledge of:

- Principles of gasoline, diesel, CNG, propane powered engines
- Methods, tools, equipment, and parts used in the repair and maintenance of buses, cars, trucks, and other vehicles
- Operation and use of diagnostic equipment
- Multiplex wiring systems and the use of PC software to diagnose them
- Appropriate safety precautions and procedures
- Provisions of the California Motor Vehicle Code as it applies to the operation of school buses and vehicles

Ability to:

- Diagnose the source of mechanical and electrical malfunctions
- Perform needed repairs on engines, drive trains, brakes, air conditioning systems, power assisted accessories, electrical wiring systems, tires, seats, glass, wheelchair lifts, and related items
- Estimate time and materials, use parts catalogs, and order parts and supplies correctly
- Read and apply owner’s manuals, technical manuals, trade magazine articles on equipment, and keep current on new trends and developments in the automotive and power equipment trade
- Understand and follow written and oral directions
- Perform work safely
- Supervise and train shop personnel
- Maintain records
- Read and interpret technical manuals related to electrical repair and installation
- Drive a school bus and other similar automotive equipment safely
- Understand and carry out oral and written directions
- Learn and utilize new and current technologies
- Establish and maintain cooperative working relationships
- Respond to emergency calls at night or on weekends

Education and Experience:

- **Education**: Graduation from high school or equivalent
- **Experience**: At least two (2) years of increasingly responsible experience in the repair and overhaul of gasoline, diesel, and alternative fuel powered equipment.
Such experience shall have been under the supervision of a journeyman automotive or diesel mechanic.

License:

- Possession of a valid California Commercial Driver’s License (Class B) with air brakes endorsement and a driving record insurable to District standards

Working Conditions:

Environment:

- Vehicle and equipment repair shop environment
- Periodic work in cramped spaces
- Indoor and outdoor environment
- Subject to driving a vehicle to conduct work
- School bus operation environment

Physical Abilities:

- Heavy work – lifting, carrying, pushing and/or pulling up to approximately 100 pounds with frequent lifting and/or carrying of objects weighing up to 50 pounds
- Working at heights - climbing
- Dexterity of hands and fingers to operate power tools and equipment
- Reaching overhead, above the shoulders, and horizontally
- Bending, twisting at the waist
- Standing and walking for extended periods of time
- Squatting, kneeling, crawling, lie on back
- Grip and grasp power tools, supplies, and equipment
- Hearing and speaking to exchange information
- Visual acuity to observe and perform repairs and read manuals

Hazards:

- Exposure to noise and fumes from equipment operation
- Exposure to fumes/vapors, dust, oil, grease, solvents, and chemicals
- Working in a cramped or restrictive work space
- Working around and with machinery having high speed moving parts
- Exposure to adverse weather conditions

Revised:
09/12/11-sb
09/30/11-Negotiations
11/15/11-Board Acknowledgement