

JOB TITLE: MECHANIC II

BASIC FUNCTION

Under the direction of the Director of MOTF, or his/her designated Administrator, performs a variety of skilled level repair, overhaul and maintenance of buses, passenger vehicles, trucks and a variety of other gasoline, combined natural gas (CNG) and diesel powered motorized equipment.

ESSENTIAL JOB FUNCTIONS

- Inspects, diagnoses and repairs mechanical defects on a variety of gasoline, electric, diesel and alternative powered buses, trucks, automobiles, tractors and other motorized equipment
- Reviews mechanical repair orders and determines priority work assignments
- Observes, listens and diagnoses mechanical defects and malfunctions
- Rebuilds, replaces or overhauls, engines, transmissions, differentials, starters, generators, braking systems, clutches, carburation systems, electrical systems and other mechanical assemblies
- Performs engine tune-ups and ignition system adjustments
- Inspects, adjusts and relines brakes within specific guidelines
- Uses a variety of hand tools, diagnostic equipment, welding equipment and a variety of mechanical aids in the repair, adjustment and maintenance of motorized equipment
- Performs road tests and inspects buses and other automotive equipment to ensure that malfunctions have been corrected, and that the equipment is functioning properly
- Estimates and records time and material costs of repair and maintenance activities
- Utilize electric and gas welding equipment, lathes and drill presses in repairing and fabricating parts as assigned
- Assists with coordinating and directing the work of mechanic helpers as assigned by the position
- Maintains a variety of related files and records
- Responds to emergency roadside service needs
- Performs related duties as assigned

JOB REQUIREMENTS – QUALIFICATIONS

Skills, Knowledge and/or Abilities Required:

Skill to:

- Use standard hand tools and equipment commonly utilized in the maintenance, repair and servicing of buses and automotive equipment
- Perform skilled functions in the inspection, diagnosis, servicing, maintenance and repair of buses and other motorized equipment

Knowledge of:

- Methods, materials, tools and equipment used in the maintenance and repair of a variety of gasoline, electric, diesel and alternative powered motorized vehicles and equipment
- Principles and theories of the internal combustion engine and electric powered vehicles
- Laws, regulations and guidelines pertaining to the repair, overhaul and maintenance of transportation and automotive equipment

- Lubricants, lubricating devices, tools and materials used in the servicing, maintenance and repair of buses and other automotive equipment
- Methods, materials, equipment and tools used in the inspection, servicing, maintenance and repair of buses and other automotive equipment
- Safe working methods and procedures

Ability to:

- Diagnose and locate mechanical and electrical malfunctions and defects
- Perform skilled automotive repair, overhaul and maintenance functions
- Operate equipment utilized in the repair and maintenance of motorized vehicles and equipment
- Interpret mechanical and electrical schematics and diagrams
- Maintain simple records and prepare complete and concise reports
- Identify automotive parts, materials, tools and supplies
- Establish and maintain positive and effective working relationships
- Work courteously and tactfully with co-workers, public and parents
- Promotes team building and a positive work environment
- Adapt easily to work assignments, additional priorities and new procedures
- Receive constructive criticism and modify work appropriately
- Prioritize and identify needs and solve problems independently as appropriate
- Suggest procedural improvements to superior as appropriate
- Skillfully handle difficult situations using good judgment
- Maintain high level of professionalism in keeping the needs of customers a top priority
- Understand and carry out oral and written directions

PHYSICAL DEMANDS

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

- Will be expected to perform heavy work, which involves lifting no more than 100 pounds at a time with frequent lifting or carrying of objects weighing up to 50 pounds. If someone can do heavy work, we determine that he or she can also do medium, light, and sedentary work. *(Per the Code of Federal Regulations – Section 404.1567 “Physical Exertion Requirements”)*
- Lifting, carrying, pushing and pulling heavy objects
- Climbing ladders and stairs
- Walking and standing for extended periods of time
- Manual dexterity to operate equipment, use hand tools and manipulate and handle various materials and objects
- Perceiving the nature of sound, visual acuity (near and far) and depth perception
- Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job

EXPERIENCE AND EDUCATION REQUIREMENT

Experience:

Three years of experience as a journey level gasoline, combined natural gas (CNG) and diesel powered automotive mechanic.

Education:

Equivalent to graduation from high school, supplemented by training or coursework in gasoline, electric, diesel, combined natural gas (CNG) or alternative fueled motorized equipment repair, overhaul and maintenance.

LICENSE AND/OR CERTIFICATE REQUIREMENT

- Possession of a valid Class A or B, California Motor Vehicle Operator's License

CONDITIONS OF EMPLOYMENT

- Insurability by the District's insurance carrier
- Employees in this classification are subject to random drug testing as prescribed by Federal law
- Obtain passenger endorsement within six months of hire date
- Obtain Air Brake Certification within six months of hire date