

PARADISE UNIFIED SCHOOL DISTRICT

Job Title: SENIOR MECHANIC

Range 31

Position Purpose:

To perform skilled and semi-skilled maintenance and repair of the District's diesel and/or gasoline powered school buses, vehicles and other equipment. Employees in this classification receive general supervision within a broad framework of policies and procedures. This job class provides specialized mechanical maintenance and repair work on both diesel and gasoline powered engines to include the rebuilding and overhauling of 10-speed transmissions. This job class requires technical and specialized knowledge of the repair/maintenance characteristics of gasoline and diesel powered engines and functions at a senior journey level of classification.

Supervisor: Director of Transportation

Essential Job Duties:

The following tasks are essential for this position. Incumbents in this classification may not perform all of these tasks, or may perform similar related tasks not listed here.

1. Performs skilled maintenance and repair of District buses, vehicles and other equipment.
2. Performs minor and major maintenance/servicing of gasoline and/or diesel powered engines.
3. Inspects and diagnoses mechanical defects and determines corrective action required to repair such defects.
4. Estimates costs of repairs.
5. Performs automotive electrical system inspection and repair work.
6. Rebuilds, repairs and adjusts pumps, cylinders, control valves, motors and related components.
7. Installs rings, rod bearings and main bearings.
8. Makes necessary repairs such as overhauling and tuning engines; replacing, adjusting and repairing transmissions; replacing, overhauling and adjusting bearings, ignitions and carburetors.
9. Rebuilds and overhauls transmissions to include 10-speed transmissions.
10. Relines, adjusts and overhauls brakes.
11. Repairs suspension systems.
12. Performs safety checks and operational tests on District buses, vehicles and other equipment.
13. Performs welding and fabrication work.
14. Prepares mechanical maintenance records and documentation on completed jobs.
15. Makes emergency road calls as needed.
16. Performs routine servicing of vehicles and/or equipment including lubrication, oil changing, battery maintenance, tire changing and replacement of hoses/belts.
17. Maintains shop and bus yard in clean and orderly condition.
18. Trains other shop personnel as assigned.
19. Performs related duties as required.

Minimum Knowledge, Skill and Ability:

Knowledge of:

- Methods, materials, practices and tools of the mechanic trade.
- Knowledge of the operation and repair characteristics of school buses, vehicles and other mechanically operated equipment.
- Safety rules and regulations as they pertain to mechanical servicing and repair work.

SENIOR MECHANIC JOB DESCRIPTION

- Gasoline and diesel engines and their operational and repair characteristics.
- Repair and servicing of 10-speed transmissions.
- Gas and electrical welding as applied to mechanical repairs.

Skill and Ability to:

- Understand and follow both oral and written instructions.
- Diagnose, determine appropriate parts and repairs needed and repair a variety of vehicle and mechanical malfunctions.
- Safely use and operate the tools, machines and equipment associated with the mechanic trade.
- Effectively communicate in both oral and written forms.
- Perform arc and gas welding.
- Maintain appropriate maintenance records and files.
- Meet the physical requirements necessary to safely and effectively perform required duties.
- Establish and maintain effective work relationships with those contacted in the performance of required duties.

License and Certificates:

Possession of a valid and appropriate California driver's license and safe driving records. Possession of a valid California School Bus Driver's Certificate. Possession of a valid First Aid Certificate.

Training and Experience:

Any combination equivalent to training and experience that could likely provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be: graduation from high school and 3 years experience at the journey level.

Physical Requirements and Working Conditions:

In order to perform this job successfully an individual must meet the physical requirements necessary to complete the essential job duties. **Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job duties.**

- Require the mobility to stand, stoop, reach and bend.
- Require mobility of arms to reach and dexterity of hands to grasp and manipulate small objects.
- Require the ability to stand for long periods.
- Require the ability to walk long distances.
- Perform work which involves the frequent lifting, pushing and/or pulling of objects which may approximate 75 pounds and may occasionally weigh up to 100 pounds.
- May be required to work with harsh and toxic substances.
- May be required to wear protective apparel including goggles, face protectors, aprons, shoes and oxygen breathing apparatus.
- May be required to work around loud noise.
- May be required to work around moving mechanical parts.
- May be required to work around electrical current.
- May be required to work in extreme weather conditions.
- Is subject to inside and outside environmental conditions.

Board Approved 3/16/99

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