

<i>Bargaining Unit / Group: CSEA 868</i>
<i>Salary Range: 138</i>
<i>Approved: July 13, 2021</i>
<i>Revised:</i>

CAMPBELL UNION SCHOOL DISTRICT LEAD MECHANIC

JOB DESCRIPTION:

Under the direction of the Director of Transportation/Operations/Facilities, perform journey-level mechanical work in the inspection, diagnosis, repair and maintenance of school buses, passenger vehicles, trucks and other motorized equipment including gasoline, diesel and alternative-powered vehicles and equipment.

REPRESENTATIVE DUTIES:

- Perform journey-level mechanical work in the inspection, diagnosis, repair and maintenance on buses, passenger vehicles, trucks, including gasoline, diesel and alternative powered vehicles; respond to emergency requests for service as assigned.
- Evaluate maintenance, servicing and repair needs; inspect and diagnose mechanical malfunctions; prepare schedule of the mechanical maintenance and repair needs of mechanical equipment; maintain related records.
- Perform scheduled preventive maintenance safety checks and inspections; maintain vehicle maintenance records; assure compliance with California Highway Patrol school bus maintenance regulations; complete check sheets and repair reports.
- Perform skilled repair and maintenance on trucks, passenger vehicles and other automotive and motorized equipment.
- Adjust and repair brakes; maintain and replace power disc, air and hydraulic brake system components; install axles; overhaul steering gears and drive shafts; perform tune-ups.
- Diagnose and repair engine electrical and ignition systems, such as distributors, coils, alternators, starters, and related systems; schedule engine replacement and overhauls as needed.
- Repair and adjust standard transmissions, drive shafts, differentials, universal joints, gears, valves, transfer cases, and rear ends; remove and replace transmissions.
- Read and interpret mechanical and electrical diagrams, blueprints, shop drawings and sketches.
- Inspect automotive vehicles to ensure against safety hazards.
- Maintain shop area, equipment and tools in a safe, clean and orderly condition; dispose of hazardous materials in accordance with established guidelines; steam clean equipment.
- Operate a variety of diagnostic equipment/technology and machinery utilized in the maintenance and repair of vehicles and equipment.
- Perform a variety of repairs to vehicles such as changing lights, replacing air conditioning components and replacing glass for windows.
- Perform related duties as assigned.

QUALIFICATIONS:

Knowledge of:

Techniques and practices of maintenance and repair of heavy and light automotive vehicles.
Safe operation of related tools, equipment and procedures in the overhaul, repair and adjustment of engines and of fuel, ignition, electrical and cooling systems.
Operation, theory and principles of gasoline, diesel-powered, CNG powered, and electrical engines.
Methods, equipment, tools and materials used in the repair and maintenance of vehicles.
Diagnostic procedures for vehicles and equipment.
Preventative maintenance practices.
Applicable laws, codes, rules and regulations related to assigned activities.
Technical aspects of field of specialty.
First Aid procedures.
Shop math applicable to vehicle maintenance.
Health and safety regulations.
Highway Patrol requirements for maintenance of school buses.
Safe driving techniques.

Ability to:

Diagnose, repair and maintain a wide variety of large and small gasoline, diesel and alternative-powered engines and related equipment.
Diagnose and repair mechanical, electrical and computerized malfunctions.
Operate specialized equipment used in repairing or servicing of vehicles.
Read and apply technical and mechanical diagrams, schematics and repair manuals.
Maintain records related to safety, preventive maintenance and work performed.
Observe legal and defensive driving practices.
Operate, service and make minor repairs on equipment.
Prioritize and schedule work.
Estimate materials and supply needs.
Interpret and apply applicable laws, codes, rules and regulations.
Observe health and safety regulations.
Utilize gas and arc welding equipment.
Proper lifting techniques.
Administer first aid.
Communicate effectively both orally and in writing.
Establish and maintain cooperative and effective working relationships with others.
Understand and follow oral and written instructions.

Education and Experience:

Any combination equivalent to: graduation from high school and three years journey-level automotive or diesel maintenance and repair.

LICENSES AND OTHER REQUIREMENTS:

Valid Class B CDL with air brake endorsements.
Valid CNG Tank Inspection Certificate.

REPORTS TO:

Director of Transportation/Operations/Facilities

TERMS OF EMPLOYMENT:

Salary and work year to be according to the current schedule

EVALUATION:

Performance of this job will be evaluated in accordance with the District's policies and procedures and existing contract between Campbell Union School District and the California School Employees Association, Chapter 868.

WORKING CONDITIONS:

Vehicle and equipment repair shop environment.
Driving a vehicle to conduct work.
Regular exposure to fumes, dust and odors.
Exposure to chemical fumes and vapors such as gasoline and diesel fuel.
Working in a cramped or restrictive work chamber.
Working around or with machinery having moving parts.
Hazardous materials.
Traffic hazards.

PHYSICAL DEMANDS:

While performing the essential functions and responsibilities of this job, the employee is regularly required to stand, walk, sit, and reach with hands and arms and speak and hear effectively. The employee must regularly lift and/or move up to 40 pounds and occasionally lift and/or move up to 50 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions. Seeing to observe and perform repairs.