



Date Adopted: 5/25/10

Range:

Classified: CSEA

Job Description

EQUIPMENT MECHANIC II

BASIC FUNCTION

Under general supervision, perform a variety of skilled repairs, maintenance and overhaul of buses, passenger vehicles, trucks and a variety of other gasoline and diesel-powered motorized equipment.

MAJOR DUTIES AND RESPONSIBILITIES (may include, but not limited to the following)

- Perform skilled diagnoses and inspection of mechanical defects on a variety of gasoline and diesel-powered buses, trucks, automobiles, tractors and other motorized equipment.
- Inspect buses and other automotive vehicles to assure compliance with health and safety standards and regulations.
- Operate a wide variety of hand and power tools; diagnostic equipment, welding equipment and mechanical aides in the repair, adjustment and maintenance of motorize equipment.
- Maintain automotive equipment and perform skilled mechanical repairs on buses, trucks, automobiles and other mechanical equipment.
- Drive a car, school bus, pickup truck and other vehicles.
- Use a computer and software related to mechanical duties; utilize diagnostic equipment to evaluate operation of engines, electrical and automotive systems and equipment.
- Review mechanical repair orders and prioritize work assignments.
- Rebuild, replace or overhaul engines, transmissions, differentials, starters, generators, braking systems, clutches, carburetion systems, electrical systems and other mechanical assemblies.
- Perform engine tune-up and ignition system adjustments.
- Inspect, repair, install and adjust heavy-duty air and hydraulic brakes, ventilation systems, steering components, lighting systems, wheel bearings and fuel pumps.
- Respond to emergency roadside needs.
- Prepare and maintain a variety of files and records pertaining to motorized equipment repair, overhaul and maintenance, and costs concerning repair and maintenance functions.
- May road test equipment to ensure the repaired malfunctions have been corrected.
- Other related work as required.

QUALIFICATIONS

Knowledge of:

1. Lubricants, lubricating devices, tools and materials used in the servicing, maintenance and repair of buses and other automotive equipment.

2. Methods, materials, equipment and tools used in the inspection, servicing, maintenance and repair of buses and other automotive equipment.
3. Principles and theories of the internal combustion engine.
4. Shop math applicable to vehicle maintenance.
5. Safe operation of related tools, equipment, materials, methods and procedures used in the inspection, servicing, and minor repair work of buses and other automotive equipment.
6. Electrical computer systems and other diagnostic equipment.

Ability to:

1. Diagnose and locate mechanical and electrical malfunctions and defects
2. Perform skilled functions in the inspection, servicing, maintenance and repair of buses and other motorized equipment.
3. Work independently with minimal supervision.
4. Drive automotive vehicles of various types, including cars, school buses and pick-up trucks.
5. Identify common automotive parts, materials, tools and supplies.
6. Read and interpret mechanical and electrical schematics and diagrams.
7. Maintain simple records and prepare reports.
8. Operate a computer and related software.
9. Effectively use standard hand tool and equipment commonly utilized in the maintenance, repair and servicing of buses and automotive equipment.
10. Learn, interpret, explain and apply policies and procedures.
11. Establish and maintain cooperative and effective working relationships.
12. Understand and carry out oral and written directions.
13. Communicate both orally and in writing in a clear and concise manner.
14. Research technical manuals and guides to respond to questions and solve problems.
15. Maintain current knowledge of technological advances in the field.
16. Meet schedules and timelines.

EXPERIENCE

Two (2) years of experience performing skilled automotive mechanic functions pertaining to the servicing, maintenance and repair of gasoline and diesel powered motorized equipment is required.

EDUCATION

High school diploma or equivalent is required. Coursework or training in gasoline and diesel powered motorized equipment overhaul, maintenance and repair is preferred.

LICENSES, CERTIFICATIONS, BONDING AND/OR TESTING REQUIRED

Successful completion of the District's basic skills test. Possession of a valid California Class B Commercial Driver's License with air brake endorsement; current DMV H-6 driver history readout; proof of insurance; and valid medical certificate are required.

WORKING CONDITIONS

Environment:

The work environment characteristics described here are representative if those that must be met by an employee to successfully perform the essential functions of this job. This position will primarily be an outdoor work and garage/shop environment.

Physical Abilities:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The employee must be able to:

Lift, carry, push and/or pull items up to a maximum of 50 pounds with a strength factor of moderate/heavy work.

Hear and speak to exchange information in person and on the telephone as well as to diagnose malfunctions.

See to read a variety of materials and fine print; see and identify small component parts.

Use close vision, color vision, and adjust focus visually.

Possess dexterity of hands and fingers to operate tools, materials and equipment.

Bend at the waist, kneel or crouch and crawl under vehicles.

Sit or stand for extended periods of time.

Stand and walk.

Reach horizontally and above shoulders

Climb a step stool/ladder.

Drive a car, school bus, pick-up truck and other related vehicles.

Hazards:

Working with machines, tools, electrical equipment and chemicals associated with a garage/shop environment.