

LIBERTY UNION HIGH SCHOOL DISTRICT
MECHANIC II

DEFINITION

Under Director of Transportation, coordinates and leads the operation of the District personnel shop; responsible for and participates in the maintenance and repair of District and East Contra Costa Schools Transportation Consortium vehicles; and to do related work as required.

EXAMPLES OF DUTIES

Works with immediate supervisor in coordinating and leading major repair schedule for District and Consortium vehicles; plans, equips, and upgrades service shop by securing and implementing new techniques and by securing necessary shop equipment and supplies; establish a schedule of preventive maintenance and recommend priorities of repair projects; organize work load distribution; perform skilled mechanical work in the maintenance, servicing and repair of school buses and a variety of large and small diesel and gas District vehicles and equipment and ensure safe and proper operating conditions; inspect, diagnose, troubleshoot, repair and perform preventive maintenance of equipment such as riding mowers, tractors, backhoes, sweepers, forklifts, scissor lifts and various other grounds and maintenance equipment; perform transmission, motor and engine inspections, maintenance and repairs; perform minor and major tune-ups on District vehicles and equipment; perform scheduled preventative maintenance safety checks and inspections as required; ensure compliance with California Highway Patrol school bus maintenance regulations and other requirements; prepare related documentation; repair wheelchair lifts; perform minor body work; install, maintain and replace flooring, upholstery, mirrors and glass; operate and maintain a variety of equipment such as air tools, jacks, steam cleaners, scanners, lifts and various hand and power tools; prepare reports on costs of materials and labor; order and assist in purchasing of materials; establish inventory control procedures for mechanics; responsible for coordinating the accurate maintenance of equipment logs; assist in preparation of accident reports; drives a vehicle to conduct work; communicate with District personnel and various outside agencies and vendors; maintain a variety of records related to inspections, projects, maintenance, repairs and assigned activities for all DOT and District vehicles; respond to emergency road calls and perform skill related field work as directed; in emergency situations may be required to serve as a school bus driver; perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Techniques, practices, theories and procedures of diesel and gas vehicles and equipment maintenance and repair;
Methods, equipment, tools and materials used in the repair and maintenance of vehicles;
Operation, theory and principles of diesel and gasoline engines, including diagnostic procedures;
Preventive maintenance practices;
Applicable laws and regulations, including health and safety regulations;
Shop math, applicable to vehicle maintenance;
Proper lifting techniques;
Ability to use computer and laptop and OEM related software in aiding to assist vehicle repairs and diagnosis.

Ability to:

Perform skilled mechanical work in the maintenance, servicing and repair of school buses and a variety of large and small diesel and gas vehicles and equipment; operate a wide variety of hand and power tools and equipment;
Troubleshoot, diagnose and resolve mechanical problems and malfunctions;
Perform required inspections, preventive maintenance and servicing of school buses, vehicles and other equipment;
Interpret and apply CHP and other requirements for maintenance of District vehicles;
Observe health and safety regulations and procedures;
Ability to read sketches, electrical diagrams, blueprints, plans, multiplex systems and specifications;
Communicate effectively both orally and in writing;
Establish and maintain cooperative and effective working relationships with others;
Meet schedules and time lines; work independently with little direction;
Maintain records and prepare reports.

Education and Experience:

Any combination equivalent to graduation from high school supplemented by completion of an approved apprenticeship program in diesel repair and three years of experience in maintenance and repair of diesel and gasoline vehicles and equipment; Three years journeyman experience.

License Requirement:

Possession of a valid California Class B Commercial driver's license with air brake and passenger endorsements;
Valid medical card; ASE Certification in air brakes; diesel engines and air conditioning preferred.

Other:

Must pass and maintain satisfactory results of the Post Offer, Pre-placement Physical Evaluation Program (PEP).