

# Grapevine-Colleyville ISD

## Transportation Mechanic I (2080821350)

### JOB POSTING

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#### Job Details

<i>Title</i>	<b>Transportation Mechanic I</b>	
<i>Posting ID</i>	<b>2080821350</b>	
<i>Description</i>	<b>Job Title:</b> Transportation Mechanic I <b>Reports to:</b> Fleet Maintenance Supervisor <b>Dept. /School:</b> Transportation/Fleet	<b>Wage/Hour Status:</b> Nonexempt <b>Pay Grade:</b> 261 Day Calendar <b>Date Revised:</b> 02/2017

## Primary Purpose:

Maintain and provide for the safe condition and operation of all GCISD vehicles to ensure safety of students and employees.

## Qualifications:

#### **Education/Experience:**

High School diploma or equivalent.  
Preferences are brakes, electrical, driveline, and steering/suspension.  
Obtain class B CDL with Bus Endorsement, S, P, and Air Brake Endorsements within 90 days of employment with acceptable driving record.  
DOT Drug Testing and Physical Exam  
3+ years of vehicle maintenance experience is required

#### **Special Knowledge/Skills:**

Ability to read and interpret technical information  
Ability to diagnose and resolve problems

## Major Responsibilities and Duties:

### Maintenance and Repair

1. Perform and track preventive maintenance and inspections
2. Respond to emergencies including after hours' situations
3. Operate school buses and/or district vehicles; operate tools/equipment used in maintaining them
4. Perform light, medium and heavy duty diagnosis/repair/installation on gasoline and diesel engines:
  - Fuel and electrical systems
  - Suspension and steering
  - Drive train and transmission
  - Exhaust systems
  - Brakes
  - Heating, ventilation and air conditioning
  - Welding
  - Body work/ fabrication

5. Must provide a basic set of tools

#### Other

1. Continually upgrade skills/knowledge by study and attending training
2. Communicate in a clear and friendly manner with drivers, keeping them updated on repairs to their vehicles and on best practices
3. Maintain inventory of commonly used parts, tools, and first aid supplies for the purpose of ensuring availability of materials and creating a safe and clean work environment
4. Attend and participate in meetings, workshops and seminars for the purpose of conveying and/or gathering information required
5. Assess incidents, accidents, potential emergencies
6. Perform functions of a school bus driver as a backup for routes and field trips.
7. Prepare reports as required by Supervisor
8. Orient new school bus drivers in the features and functioning of assigned buses for the purpose of promoting proper use of buses and longevity of district fleet

#### Safety

1. Perform preventive maintenance on tools and equipment to ensure safe operating condition
2. Operate tools and equipment according to established safety procedures. Use provided safety equipment at all times (respirator, eye protection, etc.)
3. Follow established safety procedures and techniques to perform lifting, climbing, etc.
4. Correct unsafe conditions in work area and report to supervisor
5. Handle fuel spills and other hazardous materials according to applicable laws and safety practices.

## Supervisory Responsibilities:

None

## Equipment Used:

Computer, Hand tools, Power and air tools, Brake lathe, Tire balancer and mounting equipment  
Acetylene torch, Welder, A/C recovery/recharging machine

## Working Conditions:

#### Mental Demands/Physical Demands/Environmental Factors:

Shop, office, yard, vehicle environment, may require lifting of 20 to 50 lbs

Must work with a diversity of individuals

Significant lifting, carrying, pushing, and/or pulling; significant stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity

Temperature extremes and conditions with exposure to risk of injury and/or illness

Must work indoors and outdoors year-round, in and around dust, fumes and odors

Must work in noisy environments

*Shift Type*

**Full-Time**

*Salary Range*

**\$16.14 - \$19.44 / Per Hour**

*Location*

**Transportation**

#### **Applications Accepted**

*Start Date*

**07/16/2017**