

GOOSE CREEK CISD JOB DESCRIPTION

JOB TITLE:	Fleet Mechanic Transportation	FLSA:	Nonexempt
REPORTS TO:	Shop Foreman Lead Mechanics	PAY GRADE:	MTD6/260 Days
DEPT/SCHOOL:	Transportation Department	DATE REVISED:	February 2014

PRIMARY PURPOSE:

Perform skilled work in the repair and maintenance of a variety of school buses and other school vehicles. Responsible for related work as required.

QUALIFICATIONS:

EDUCATION/CERTIFICATION

Valid Texas commercial driver's license (Class B)
Valid current Class "C" Texas Driver's License and be insurable
Willing to obtain Class "B" CDL and drive bus on occasion when needed
ASE Certification or TASBT preferred

SPECIAL KNOWLEDGE SKILLS

Working knowledge of the standard practices and tools of the automotive mechanic trade
Working knowledge of the operation principles of gasoline and diesel engines and their repair
Thorough knowledge of the occupational hazards and safety precautions of the trade
Ability to understand and carry out oral and written instructions
Ability to adapt available tools and repair parts to specific repair problems
Ability to meet and work with people in a positive and helpful manner
A/C experience preferred
Keep abreast of changing technologies in the repair of vehicles

MINIMUM EXPERIENCE

One to three years of related experience preferred

MAJOR RESPONSIBILITIES AND DUTIES:

1. Responsible for general repair work on vehicles
2. Responsible for keeping work area clean
3. Responsible for diagnosing and repairing gasoline and/or diesel engine problems
4. Responsible for emergency road calls, minor repairs on vehicle, or having the vehicle towed
5. Perform other duties as assigned
6. Keep abreast of changing technologies in the repair of vehicles

EQUIPMENT USED:

Automotive diagnostic equipment, wheel balancing equipment, tire repairing equipment, small hand tools, drills, grinder, air-powered tools, welding torch, torque wrench, jacks and lift equipment, school bus and district vehicles

WORKING CONDITIONS:

MENTAL DEMANDS

Ability to maintain emotional control in stressful situations
Ability to concentrate and stay on task with frequent interruptions

PHYSICAL DEMANDS

Moderate walking, standing, climbing, heavy lifting, carrying, stooping, bending, kneeling, and reaching

FLEET MECHANIC JOB DESCRIPTION CONTINUED

ENVIRONMENTAL DEMANDS

Work outside and inside, and around moving objects, vehicles, and machinery with moving parts.
Exposure to dampness, humidity, heat, cold, exhaust fumes, gasoline, and diesel fuel.

The above statements are intended to describe the general purpose and responsibilities assigned to the job and are not intended to represent an exhaustive list of all responsibilities, duties, and skills that may be required.

Approved by Immediate Supervisor	Date
Reviewed by Personnel Director	Date
Received by Employee	Date

Goose Creek Consolidated Independent School District is an Equal Opportunity Employer and Educator who fully and actively supports equal access for all people, regardless of race, color, religion, gender, age, national origin, veteran status, disability or genetic information. Additionally, we prohibit retaliation against individuals who oppose such discrimination and harassment or who participate in an equal opportunity investigation.

Original: Employee Personnel File

xc: Immediate Superior
Employee